

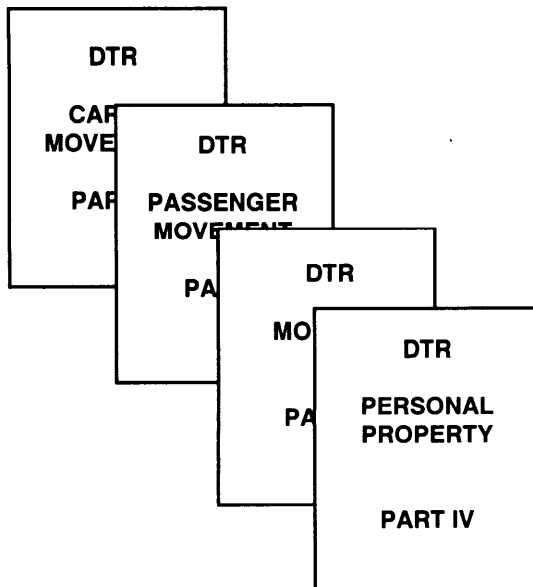


**DOD 4500.9-R**

# **DEFENSE TRANSPORTATION REGULATION**

## **PART IV**

# **PERSONAL PROPERTY**



**AUGUST 1999**

**DEPUTY UNDER SECRETARY OF DEFENSE  
FOR  
LOGISTICS**





ACQUISITION AND  
TECHNOLOGY

## OFFICE OF THE UNDER SECRETARY OF DEFENSE

3000 DEFENSE PENTAGON  
WASHINGTON DC 20301-3000

### FOREWORD

02 AUG 1999

This Regulation is issued under the authority of Deputy Under Secretary of Defense (Logistics) Memorandum, "Defense Transportation Regulation (DTR), Parts I-IV," August 4, 1995. It implements DOD policies governing the use of DOD-owned and controlled aircraft, sealift/airlift, and establishes criteria for passenger, personal property, cargo, and mobility movement. In accordance with DOD Directive 5158.4, "United States Transportation Command," January 1993, USCINCTrans is the DOD single manager for transportation (for other than Service unique or theater-assigned transportation assets). Strict adherence to the provisions of this Regulation is essential to maintain the integrity of the DOD transportation system. This Publication provides for the movement of passengers, cargo, and personal property to, from, and within Continental United States (CONUS) and Outside the Continental United States (OCONUS).

This Regulation applies to the Office of the Secretary of Defense; Military Departments; Chairman and Joint Chiefs of Staff; Unified Commands; and the Defense Agencies (hereafter referred to collectively as the "DOD Components"). It also applies, to travel and transportation for Uniformed Service members of the U.S. Coast Guard, U.S. Public Health Service, and U.S. Coast and Geodetic Survey, when cross-servicing agreements are in effect.

This Regulation is effective immediately. To ensure uniformity, there is no provision for supplemental or unilateral modifications to this Regulation and all DOD Components will distribute it for use at the operating level. The DOD Components may publish more detailed guidance if needed and will provide a copy to USTRANSCOM/TCJ4-LTP. Proposed changes to this Regulation may be sent to USTRANSCOM/TCJ4-LTP. USTRANSCOM will forward proposed changes to the Assistant Deputy Under Secretary of Defense for Transportation Policy for approval. No changes to the Defense Transportation Regulation (DTR) may be made without prior coordination with the Military Services.

The DOD Components may obtain copies of this Regulation through their own publication channels and it is approved for public release; distribution unlimited. Authorized registered users may obtain copies of this publication from the Defense Technical Information Center, 8725 John J. Kingman Road, Fort Belvoir VA 22060. Other Federal Agencies and the public may obtain copies for a fee from the U.S. Department of Commerce, National Technical Information Services, 5285 Port Royal, Springfield VA 22161.

Roger W. Kallock  
Deputy Under Secretary  
of Defense (Logistics)





## **TABLE OF CONTENTS**

	<b><u>Page</u></b>
Foreword	i
Table of Contents	ii
Appendices	vi
Figures	viii
References	x
Definitions	xii
Abbreviations and Acronyms	xxlii
 CHAPTER 401 - GENERAL PROVISIONS	
A. Purpose	401-1
B. Policy	401-1
C. Individual Mission, Roles, and Responsibilities	401-2
D. Additional Responsibilities	401-2
E. Assignment of Geographical Areas of Responsibility	401-9
F. Installation Transfer, Activation, and Deactivation Procedures	401-10
G. Personal Property Counseling	401-11
H. Application for Shipment and/or Storage of Personal Property, DD Form 1299	401-13
I. Required Supporting Documentation	401-14
J. Distribution of the DD Form 1299 and Supporting Documents	401-15
K. Recommendations for Improvement	401-16
L. Personal Property Shipping Office (PPSO) Required Regulations	401-16
M. Forms Supply	401-17
N. Transportation Management Advisory (TMA)	401-17
 CHAPTER 402 - HOUSEHOLD GOODS AND UNACCOMPANIED BAGGAGE	
A. Purpose	402-1
B. Carrier Participation in DOD Through Government Bill of Lading (TGBL) Traffic	402-1
C. Equal Opportunity to Compete	402-1
D. Transportation Officer (TO) Actions	402-1
E. Selection of Method and Mode of Shipment	402-2

F. Shipment of Unaccompanied Baggage by Mail or Small Package Service	402-3
G. Receipt for Unaccompanied Baggage (UB)	402-3
H. Retrograde Personal Property Without Final CONUS Destination	402-3
I. Port Selection for Code 5 Shipments	402-4
J. International Through Government Bill of Lading (ITGBL) Shipments Entering the Defense Transportation System (DTS)	402-4
K. Carrier Responsibilities After Approval by Headquarters, MTMC	402-5
L. TO Actions Upon Receipt of the Letter of Intent (LOI)	402-8
M. Carrier's Appeal Upon Rejection of the Letter of Intent (LOI)	402-8
N. Inspection of a Carrier's Facilities and Equipment	402-8
O. Actions to be Taken When Deficiencies Are Discovered in a Facility	402-9
P. Agency Ineligibility Appeals	402-10
Q. Carrier Representation by Agents	402-11
R. Loss of Agent	402-12
S. Traffic Distribution	402-13
T. Domestic TDR	402-14
U. International TDR	402-17
V. Controlling Government-Owned Household Goods Containers	402-19

#### CHAPTER 403 - GOVERNMENT BILL OF LADING (GBL) WEIGHING AND SHIPMENT MARKING PROCEDURES

A. Purpose	403-1
B. Weight Determination and Reweigh	403-1
C. Shipment Marking	403-1

#### CHAPTER 404 - THE DIRECT PROCUREMENT METHOD (DPM)

A. Purpose and Scope	404-1
B. DPM Services	404-1
C. Routing By the Personal Property Shipping Office (PPSO)	404-1
D. Use of Direct Procurement Method (DPM) Air Mode	404-1
E. Valuation of Shipments	404-1
F. Containers	404-1
G. Procedures	404-2

#### CHAPTER 405 - RATES, CHARGES, AND BILLINGS

A. Purpose	405-1
B. Procedures	405-1
C. Cost Comparisons	405-2
D. One-Time-Only (OTO) Rates	405-2
E. Volume Moves	405-2
F. Transportation and Accessorial Charges	405-4

G. Shipment Destination Changes After Pickup	405-5
CHAPTER 406 - STORAGE	
A. Storage-in-Transit (SIT)	406-1
B. Responsibilities for Non-Temporary Storage (NTS)	406-3
C. NTS Procedures - Ordering Officers	406-4
D. Loss and Damage in NonTemporary Storage (NTS)	406-9
CHAPTER 407 - MOBILE HOMES	
A. General	407-1
B. Counseling	407-1
C. Rates	407-1
D. Carrier or Agent Facilities	407-2
E. Authorization of Accessorial Services	407-2
F. Shipment Procedures	407-3
G. Storage in Transit (SIT)	407-6
H. Shipment To and Within Alaska	407-6
I. Quality Control	407-7
J. Carrier Performance	407-7
CHAPTER 408 - TRANSPORTATION OF PRIVATELY-OWNED VEHICLES (POVS)	
A. General	408-1
B. Responsibilities	408-1
C. DOD Export/Import Control Program	408-2
D. Turn-In of Privately-Owned Vehicles	408-3
E. Member's Responsibility	408-3
F. Change of Home Port	408-6
CHAPTER 409 - SHIPMENT PROCEDURES FOR PRIVATELY-OWNED FIREARMS (POFS)	
A. General	409-1
B. Limitations and Prohibitions	409-1
C. Authorization	409-1
D. Responsibilities of Members	409-2
E. Applications for Shipment of Firearms	409-2
F. Shipment by Through Government Bill of Lading (TGBL) and Direct Procurement Method (DPM)	409-2
G. Shipment Through the U.S. Postal Service	409-3
H. Reporting Discrepancies	409-3

## CHAPTER 410 - SPECIALIZED PROCEDURES

A. Shipment In-Transit Visibility and Tracing Policy	410-1
B. Loss and Damage	410-2
C. Inconvenience Claims	410-3
D. Unusual Occurrence	410-3
E. Personal Property Shipments of Deceased Members	410-9
F. Carrier Failure/Bankruptcy Procedures	410-10
G. Emergencies Involving Shipments in NonTemporary Storage (NTS) (CONUS)	410-16

## CHAPTER 411 - RESERVED

## CHAPTER 412 - BOATS

A. General	412-1
B. Counseling	412-2
C. Rates	412-3
D. Carrier or Agent Facilities	412-3
E. Shipment Procedures	412-4
F. Storage in Transit	412-5
G. Non-Temporary Storage (NTS)	412-5
H. Shipment of Boats to Alaska	412-6
I. Quality Control Inspections	412-6
J. Carrier Performance	412-6

## CHAPTER 413 - U.S. GOVERNMENT BILL OF LADING--PRIVATELY-OWNED PERSONAL PROPERTY (PPGBL) (SF 1203) AND U.S. GOVERNMENT BILL OF LADING CORRECTION NOTICE (SF 1200)

A. General	413-1
B. Responsibilities	413-1
C. Procedures	413-1
D. Preparation of the PPGBL	413-3
E. Distribution and Substitute Documents	413-14
F. Preparation of the U.S. Government Bill of Lading Correction Notice (SF 1200) (See Figure 413-2)	413-16
G. Distribution of SF 1200	413-17
H. Who May Issue SF 1200	413-18



## **APPENDICES**

	<b><u>Appendix</u></b>
Letter of Intent (LOI) Personal Property and Unaccompanied Baggage	AY
Tender of Service - Personal Property Household Goods and Unaccompanied Baggage	AZ
List of State, Commonwealth, and District Weights and Measures Offices of the United States	BA
Preaward Survey Guidelines	BB
Warehouse Inspection Guide and Instructions for Preparation of the Warehouse Inspection Report (DD Form 1812)	BC
Shipping - Receiving Ports for Privately-Owned Vehicles (POVs)	BD
Performance Work Statement for Packing, Containerization and Local Drayage of Personal Property Shipments	BE
Alpha Codes for DPM Shipments	BF
Examples of Hazardous Materials	BG
Basic Ordering Agreement for Storage of Personal Property and Related Services	BH
Multi-Service Publications for DOD Personal Property Shipment and Storage Program	BI
Transit Times for Domestic TGBL Household Goods Shipments Including Alaska	BJ
Transit Times for International TGBL and DPM Household Goods Shipments Between CONUS and Overseas	BK
Transit Times for International TGBL and DPM Unaccompanied Baggage Shipments Between CONUS and Overseas	BL
Total Quality Assurance Program (TQAP)	BM
Guidelines for the Quality Control Inspector	BN



## FIGURES

<u>Figure</u>	<u>Title</u>	<u>Page</u>
401-1	DD Form 1797, Personal Property Counseling Checklist	401-18
401-2	DD Form 1299, Application for Shipment and/or Storage of Personal Property	401-20
401-3	DD Form 1434, UK Customs Declaration for the Importation of Personal Effects of U.S. Forces/Civilian Personnel on Duty in the UK	401-22
401-4	DD Form 1252, U.S. Customs Declaration for Personal Property Shipments	401-24
401-5	DD Form 1252-1, U.S. Customs Declaration for Personal Property Shipments	401-25
402-1	DD Form 1796, Receipt for Unaccompanied Baggage	402-23
402-2	DD Form 1812, Warehouse Inspection Report	402-24
403-1	DD Form 1671, Reweigh of Personal Property	403-3
404-1	DD Form 2773, Report of Contractor Services	404-3
404-2	DD Form 2772, Contract Discrepancy Report	404-4
405-1	OTO Message Format	405-7
405-2	Volume Move Request Format	405-8
405-3	DD Form 619, Statement of Accessorial Services Performed	405-9
405-4	DD Form 619-1, Statement of Accessorial Services Performed	405-10
405-5	Sample Message, Certificate for Delivery from SIT	405-11
405-6	Sample Message, Certificate for Diversion	405-12
406-1	DD Form 1857, Temporary Commercial Storage at Government Expense	406-13
406-2	Storage Facility Rates	406-14
406-3	DD Form 1162-1, Schedule of Services and Rates for Household Goods	406-15
406-4	DD Form 1164, Service Order for Personal Property	406-16
407-1	MOTO Message Request Format	407-8
407-2	DD Form 1863, Accessorial Services - Mobile Home	407-10
407-3	Mobile Home Volume Move Message Request Format	407-12
407-4	Mobile Home Counseling Checklist	407-14
407-5	DD Form 1800, Mobile Home Inspection Record	407-15
407-6	DD Form 1799, Member's Report on Carrier Performance - Mobile Home	407-17
408-1	DD Form 788, Private Vehicle Shipping Document	408-7
408-2	DD Form 788-1, Private Vehicle Shipping Document for Van	408-9
408-3	DD Form 788-2, Private Vehicle Shipping Document for Motorcycle	408-11
408-4	Request for Shipment of POV Through CONUS Alternate Port Format	408-13
408-5	Request for POV Shipment - Change in Home Port Format	408-14

<u>Figure</u>	<u>Title</u>	<u>Page</u>
410-1	DD Form 1840, Notice of Loss or Damage	410-17
410-2	DD Form 1841, Government Inspection Report	410-18
411-1	DITY Comparison Chart	411-6
412-1	Domestic BOTO Message Request Format	412-7
412-2	International BOTO Request Format	412-9
413-1	SF 1203, U.S. Government Bill of Lading	413-20
413-2	SF 1200, Government Bill of Lading Correction Notice	413-22

## REFERENCES

(Each applies to the current edition unless otherwise specified. Due to numerous reorganization efforts, the guidance in some of the references may have been, or will be reissued in other publications. It may be necessary to consult a functional area expert to determine the most recent guidance.)

- (a) Chapter II of Executive Order 11625, "Prescribing Additional Arrangements for Developing and Coordinating a National Program for Minority Business Enterprise, "October 13, 1971".
- (b) Title 15, United States Code, Section 631 et seq., Small Business Investment Act of 1958, as amended.
- (c) Title 49, United States Code, Section 1241 et seq., Federal Aviation Act of 1958, as amended.
- (d) ATF Pub 5300.5, "Your Guide to Firearms Regulation".
- (e) DOD Directive 1400.20, "DOD Program for Stability of Civilian Employment".
- (f) DOD Directive 4000.19, "Inter-service, Interdepartmental, and Interagency Support".
- (g) Joint Federal Travel Regulations , Volume 1
- (h) Joint Travel Regulations, Volume 2
- (i) DOD 5030.49-R, "Customs Inspection", authorized by DOD Directive 5030.49.
- (j) DOD 4500.32-R, "Military Standard Transportation and Movement Procedures (MILSTAMP)", Volumes I and II.
- (k) Federal Acquisition Regulation.
- (l) Title 10, United States Code, Section 2304, "Purchases and Contracts, Formal Advertising Exception".
- (m) Title 49, United States Code, Section 176.905, "Motor Vehicles or Mechanical Equipment Powered by Internal Combustion Engines".
- (n) DOD 4160.21-M, "Defense Reutilization and Marketing Manual", authorized by DOD Directive 4160.21.
- (o) Title 26, United States Code, Section 5801 et seq., "National Firearms Act".

- (p) Title 49, United States Code, Section 10922, “Certificates of Motor and Water Common Carriers”.

## **DEFINITIONS**

The following word/phrase definitions are provided for use in conjunction with DTR, Part I, Part II, Part III, and Part IV.

1. **Abbreviated Transportation Accounting Classification.** Alphanumeric code used in lieu of a full 23 character line accounting.
2. **Accessorial Charge.** Any rate or charge stated in a tariff, tender, or solicitation for accessorial services that is in addition to a line-haul rate.
3. **Accessorial Service.** A service performed by a carrier in addition to the line-haul.
4. **Acquired Dependent.** A military member's dependent acquired through marriage, adoption, or other action during the course of a member's current tour of assigned duty. The term does not include persons dependent on the member or children born of a marriage that existed before the beginning of a current overseas tour.
5. **Active Duty.** Full-time duty in a military service of the United States. This includes members of the Reserve components serving on active duty or full-time training duty, but does not include full-time National Guard duty.
6. **Actual Placement.** The placing of a carrier conveyance in an accessible position for loading or unloading, or at a place previously designated by the consignor or consignee.
7. **Actual Value Rate.** A rate based on the actual value of the material shipped.
8. **Aerial Port.** An airfield that has been designated for sustained air movement of personnel and materiel to serve as an authorized port of entrance or departure to or from the country where located.
9. **Aerial Port of Debarkation (APOD).** A station that serves as an authorized port to process and clear aircraft and traffic for entrance to the country where located.
10. **Aerial Port of Embarkation (APOE).** A station that serves as an authorized port to process and clear aircraft and traffic for departure from the country where located.
11. **Affiliation Training.** This is the central focus of the affiliation training program. Classroom and hands-on instruction provide a forum for exchange of information in an informal, working-level environment. The equipment preparation course and airlift planners course are taught to the airlift user at the user's location.

12. **Affiliation Training Team (ATT)**. Air Mobility Control Squadrons (AMCSs), Air Mobility Control Flights (AMCFs), Airlift Control Squadrons (ALCSs), and Airlift Control Flights (ALCFs) are responsible for conducting the AMC Affiliation Program. An ATT consists of two qualified affiliation instructors responsible for conducting the equipment preparation course and airlift planners course.

13. **Agent, Carrier's**. A business firm, corporation, or individual acting for or in behalf of a carrier. A bona fide agent of a personal property carrier, as distinguished from a broker, is a person who or a business enterprise which represents and acts for a motor carrier or freight forwarder and performs its duties under the direction of the carrier pursuant to a pre-existing agreement with the carrier, providing for a continuing relationship between them.

a. **Booking Agent**. An agent designated on the letter of intent (LOI) by a carrier as the single point of contact to act in its behalf.

b. **General Agent**. A general agent is a business entity employed as a carrier's representative in a country or specified geographic area. A general agent cannot act as a local agent unless so designated on the carrier's LOI. The carrier, not the general agent, is responsible for all payments, rating filings, and control of shipments.

14. **Agreed Valuation**. The value of articles in a freight shipment agreed upon as the basis on which the freight rate is assessed. This valuation establishes a value beyond which recovery cannot be made in event of loss or damage in transit.

15. **Air Charter Service**. Air transportation procured under an arrangement with an air carrier for the exclusive use of one or more aircraft.

16. **Air Evacuation Patient**. The process of moving any person by air who is wounded, injured, or ill to and/or between medical treatment facilities.

17. **Airlift Clearance Authority (ACA)**. A Service activity which controls the movement of cargo (including personal property) into the airlift system under the provisions of DOD 4500.32-R, MILSTAMP.

18. **Airlift Control Flight (ALCF)**. Designation of an Air Force Reserve or Air National Guard equivalent of an Air Mobility Control Squadron. When deployed under the direct command of HQ AMC or HQ AMC TACC, their duties and responsibilities are the same as an Air Mobility Control Squadron or Air Mobility Control Flight.

19. **Airlift Control Squadron (ALCS)**. Designation for an Air Combat Command equivalent of an Air Mobility Control Squadron. When deployed under the direct command of HQ AMC or HQ AMC TACC, their duties and responsibilities are the same as an Air Mobility Control Squadron (AMCS).



20. **Air Mobility Command (AMC)**. An Air Force major command and USTRANSCOM Air Force component with the primary responsibility for DOD strategic airlift.
21. **Air Mobility Control Flight (AMCF)**. Designation for an OCONUS Air Mobility Control Unit. These units are part of an Air Mobility Control Squadron. They are smaller in composition, but provide the same duties and responsibilities of an AMCS.
22. **Air Mobility Control Squadron (AMCS)**. Provides a cadre of personnel to deploy worldwide and establish C2 capabilities at locations where insufficient or no operational support exists for air mobility assets. AMCS operate Tanker Airlift Control Elements (TALCEs), deploy mission support teams, conduct airfield surveys, and conduct AMC affiliation training.
23. **Air Movement Designator (AMD)**. An alphanumeric code assigned according to established codes to identify the originating and destination station, priority, type travel, and sponsoring activity in whose interest a passenger is being moved.
24. **Air Taxi Service**. Air transportation in aircraft having a gross takeoff weight of less than 12,500 pounds and operating under the requirements of federal and state bodies.
25. **Air Terminal**. A facility which functions as an air transportation hub and accommodates the loading and unloading of aircraft and in-transit processing of traffic. The airfield on which the air terminal is located may or may not be designated an aerial port.
26. **Air Terminal Operations Center (ATOC)**. The command and control element of an aerial port, performs aircraft load planning and airlift capability forecasting. Provides air terminal information control. Performs lost and damaged cargo investigations. Performs ramp coordination duties, computer operations, and system administration. Maintains station files and prepares reports.
27. **Alternate POV Port**. A port selected by the member for movement of a POV in lieu of the authorized port, for personal convenience.
28. **AMC Channel Structure**. Aerial Port of Embarkation and Aerial Port of Debarkation pairs between which common-user airlift may be provided on a scheduled basis. A channel does not represent actual aircraft routing, although the two may be the same.
29. **Ammunition/Explosives**. A device charged with explosives, propellants, and pyrotechnics, initiation composition of nuclear, biological, or chemical material for use in connection with defense or offense, including demolition. This also includes ammunition used for training, ceremonial, or non-operational purposes.
30. **Appeal**. Procedure which allows reconsideration of a carrier semi-annual score, suspension, non-use, or disqualified status.

31. **Appliance Servicing**. Preparation of household appliances at origin to withstand handling-in transit or in storage and reversal of the process at destination.
32. **Area Monitoring Office**. The office which is assigned responsibility for monitoring Transportation Discrepancy Report (TDR) actions in a specific theater or area.
33. **Area of Operation**. A specifically defined geographic area established by a transportation office (TO) within an area of responsibility for traffic distribution purposes. Areas of operation are established in response to the specific economic and transportation sectors existing in an area of responsibility to facilitate an efficient working relationship with DOD-approved carriers.
34. **Area of Responsibility (AOR)**. A defined geographic area in which responsibility is specifically assigned to the commander of the area for development and maintenance of installations, control of movement, the conduct of tactical operations involving troops under the commander's control, along with parallel authority to exercise these functions; and/or acquisition of transportation, storage, and related personal property movement services.
35. **Armed Forces (Military Services)**. The Army, Navy, Air Force, Marine Corps, and Coast Guard (See 37 CFR 101(4)).
36. **Armed Forces of the United States**. A term used to denote collectively all components of the Army, Navy, Air Force, Marine Corps, and Coast Guard. (Also see "United States Armed Forces").
37. **Arrival Airfield Control Group (AACG)**. An organization which receives transported units' personnel and equipment from the Air Force carrier and controls them until released to their parent unit.
38. **Astray Cargo**. Shipments or portions of shipments found in a carrier's possession or delivered to a government activity for which billing (waybill, freight warrant, etc.) is not available, or which is being held for any reason except transfer.
39. **Attempted Pickup and/or Delivery Charge**. See "Applicable Rate Solicitation."
40. **Authorized Privately-Owned Vehicle (POV) Port**. Designated port to be used for loading and unloading POVs.
41. **Auxiliary Services**. See Applicable Rate Solicitation.
42. **Axle Weight**. Total weight transported over the road by a single axle.
43. **Baggage, Accompanied**. All baggage carried or accompanying a passenger traveling on an aircraft.

a. **Carry-On Baggage.** Accompanied baggage carried aboard the aircraft by a passenger. This includes cosmetic cases, briefcases, shaving kits, or other packages to which a passenger may desire access during flight.

b. **Checked Baggage.** Accompanied baggage accepted and checked for a flight at the time a passenger is processed. It normally is stored in the aircraft in such a way that it is not available to the passenger during the flight.

44. **Baggage, Unaccompanied.** See DOD Component publications and/or JTR/JFTR.

45. **Barge.** A flat-bottomed vessel customarily used in commercial ship canals and in ports where ships are unable to load or unload at piers due to shallow drafts.

46. **Best Value.** Selection of contractors/carriers to support Defense Transportation System (DTS) requirements will be based on a trade-off between cost and other factors, such as past performance and ability to perform service within stated requirements. Low cost will not be the primary factor and it is possible that the low cost carrier will not receive the award in a best value selection. Past performance factors could be: on-time pick-up and delivery percentage, lost or damaged cargo percentage, and number of claims. Service factors could be: in-transit visibility (ITV) ability; response time for requirement, and routing ability.

47. **Between Decks.** Between lower and upper decks. In cargo vessels, is space in holds between lower hold and main deck. Also called "tween decks".

48. **Blue Bark.** U.S. military personnel, U.S. citizen civilian employees of the Department of Defense, and the dependents of both categories who travel in connection with the death of an immediate family member. It also applies to designated escorts for dependents of deceased military members. Furthermore, the term is used to designate the personal property shipment of a deceased member.

49. **Breakbulk Ship.** A ship with deep holds that are loaded through hatches. Ships are normally self sustaining.

50. **Calendar Days.** Consecutive days without regard to weekends or holidays.

51. **Call Number.** Locally assigned control number provided by the ordering activity when a requirement for service is placed with the contractor. For in-bound shipments the number is normally assigned when the TO receives the freight bill or written receiving notice from the contractor. For out-bound local drayage shipments or storage, the number is normally assigned at the time the order is placed with the contractor.

52. **Cargo.** Supplies, materials, stores, baggage, or equipment transported by land, water, or air.

a. **Bulk.** Dry or liquid cargo, e.g., oil, coal, grain, ore, sulfur, or fertilizer, which is shipped unpackaged in large quantities.

b. Containerizeable Cargo. Items which can be stowed or stuffed into a container closed SEAVAN or MILVAN.

c. Non-Containerizeable Cargo. Items which cannot be stowed or stuffed into SEAVANs or MILVANS, i.e., overdimensional or overweight cargo.

d. Source Stuffed Cargo. Cargo which economically fills a container from a single origin point.

53. **Carload (CL)**. A quantity of freight required for application of a carload rate. Also, a rail car loaded to its carrying capacity.

54. **Carrier**. Any individual, company, or corporation commercially engaged in transporting cargo, passengers, or household goods. A business entity that holds appropriate state or federal permits or certificate for the movement of personal property and/or mobile homes. Carriers are further defined in the International Through Government Bill of Lading (ITGBL) program as follows:

a. Primary Carrier. The carrier who establishes the low rate for an incentive traffic channel during the traffic distribution period is the primary carrier. A primary carrier is also referred to as a rate setter.

b. Equalization Carrier. Any carrier meeting the low rate for an incentive traffic channel becomes an equalization carrier. Equalization carriers share the remaining traffic not tendered to the primary carrier.

c. Other Participating Carrier. A carrier that neither sets nor equalizes the low rate but instead files a higher rate is a participating carrier.

55. **Carrier Accepted Rate and Certification Printout with Error Listing**. See Applicable Rate Solicitation.

56. **Carrier, DOD-Approved**. Any carrier, as defined above, approved by the Commander, Military Traffic Management Command, for participation in the DOD Personal Property Shipment and Storage Program.

57. **Category B and M Airlift**. Category B is AMC-procured planeload charter on commercial aircraft. Category M is travel on military aircraft.

58. **Certification of Essentiality: For Highway Movement**. A certification by an appropriate military authority that the cargo is "essential cargo." The oversize or overweight shipment cannot be reduced in size or weight and the shipment must be moved via highway.

59. **Channel Airlift**. Common-user airlift service provided on a recurring basis between two points.
60. **Channel Sequence Listing**. A listing of approved active AMC channels prepared annually by HQ AMC and distributed to all users of AMC airlift.
61. **Channel Traffic**. Passengers and cargo moving over established worldwide routes served by either scheduled DOD aircraft under the control of AMC or commercial aircraft under contract to and scheduled by AMC.
62. **Circuitous Route**. A route from shipment origin point to destination point which is other than the direct route between the points and which is used by carrier for emergency reasons or if required by Federal, state, or local statutes.
63. **Civil Agencies**. All agencies in the federal government other than DOD installations and activities, e.g., General Services Administration (GSA).
64. **Claim**. A written legal demand for payment of goods lost or damaged in shipment.
65. **Claims Office**. The office responsible for filing claims on behalf of the DOD against carriers, contractors, stevedores, or vendors for loss or damage. The appropriate finance center for CONUS commercial carriers; MSC for commercial ocean carriers; the responsible contracting officer for contractors, stevedores, and vendors. This also applies to movement of personal property.
66. **Classification**. See "Freight Classification."
67. **Classified Material/Matter**. Official information or matter, in any form or of any nature, which requires protection in the interest of national security. Material is classified CONFIDENTIAL or SECRET under DOD 5200.1-R, Information Security Program Regulation. Material classified TOP SECRET is not included in this Regulation.
68. **Clearance Authority (CA)**. The activity which controls and monitors the flow of cargo into the airlift or water transportation system. (See Airlift Clearance Authority (ACA), Ocean Cargo Clearance Authority (OCCA), and Water Clearance Authority (WCA)).
69. **Cleared Carrier**. A commercial carrier who meets the criteria for handling up to SECRET shipments.
70. **Close Blood or Affinitive Relative**. A permanent member of a household, a resident in the household of a military member, a DOD civilian employee, or an American Red Cross employee, who is dependent on the sponsor for a home. This does not apply to a dependent as defined in "Dependent" below.

71. **Closed Vehicle or Equipment**. A conveyance that is fully enclosed with permanent sides and top, and with doors that can be locked and sealed.

72. **Closure**. The process of a unit arriving at a specified location.

73. **Code/Mode Guide**. The Code/Mode Guide provides an analysis of ITGBL rates for every code/mode of service. Details/instructions on use of this guide are provided in the ITGBL procedures. The Code/Mode Guide is based only on costs; operational considerations or specific service policies may take precedence.

74. **Codes of Service**. The following are definable types of service under the TGBL method:

a. **Domestic Motor Van (Code 1)**. Movement of household goods in a motor van from origin residence in CONUS to destination residence in CONUS. Automated systems will use Code 1A for interstate movements and Code 1B for intrastate movements.

b. **Domestic Container (Code 2)**. Movement of household goods in containers from origin residence in CONUS to destination residence in CONUS. Automated systems will use Code 2A for interstate movements and Code 2B for intrastate movements.

c. **International Door-to-Door Container (Code 3)**. Movement of household goods in containers using MSC negotiated rates to commercial port of discharge.

d. **International Door-to-Door Container (Code 4)**. Movement of household goods in MTMC-approved door-to-door shipping containers (wooden boxes) whereby a carrier provides linehaul service from origin residence to ocean terminal, ocean transportation to port of discharge, and linehaul service to destination residence, all without rehandling of container contents.

e. **International Door-to-Door Container Government Ocean Transportation (Code 5)**. Movement of household goods in MTMC-approved door-to-door shipping containers (wooden boxes) whereby a carrier provides linehaul service from origin residence to military ocean terminal, the government provides ocean (MSC) transportation to designated port of discharge, and the carrier provides linehaul service to destination residence, all without rehandling of container contents.

f. **International Door-to-Door Air Container (Code 6)**. Movement of household goods whereby the carrier provides containerization at the origin residence, surface transportation to the airport nearest origin that can provide required services, air transportation to the airport nearest destination that can provide required services, and transportation to the destination residence.

g. **International Land-Water-Land Baggage (Code 7)**. Movement of unaccompanied baggage whereby the carrier provides packing and pickup at origin, surface transportation to destination, and cutting of the banding and opening of the boxes at the destination residence.

h. International Land-Air-Land Baggage (Code 8). Movement of unaccompanied baggage whereby the carrier provides packing and pickup at origin, transportation to the origin airport, air transportation to the destination airport, surface transportation to destination, and cutting of the banding and opening of the boxes at the destination residence.

i. International Door-to-Door Container - AMC (Code T). Movement of household goods whereby the carrier provides containerization at the origin residence and transportation to the designated AMC terminal. AMC provides terminal services at both origin and destination and air transportation to the designated AMC destination terminal. The carrier provides transportation to the destination residence.

j. International Land-Air (AMC)-Land Baggage (Code J). Movement of unaccompanied baggage whereby the carrier provides packing and pickup at the origin and transportation to the designated AMC terminal. AMC provides terminal services at both origin and destination and air transportation to the designated AMC destination terminal. The carrier provides transportation to destination from AMC terminal and cutting of the banding and opening of the boxes at the destination residence.

75. **Column Length**. Length of roadway occupied by a convoy column in movement, including the gaps inside the column, from the front of leading vehicle to rear of last vehicle.

76. **Commercial Air Movement**. The movement of a group of persons routed by Headquarters, Military Traffic Management Command (HQ MTMC) in regular or chartered commercial air service.

77. **Commercial Bill of Lading (CBL)**. Carrier documentation used for transportation of shipments, such as that used by small package express carriers. It includes the commercial procedures related to the use of such documentation.

78. **Commercial Carrier**. Common, contract, for-hire, and private carriers.

79. **Commercial Travel Office (CTO)**. The commercial activity providing full range of commercial travel and ticketing services at a DOD installation under a contract or memorandum of understanding.

80. **Common-User Land Transportation (CULT)**. A program managed by a designated single manager for all DOD motor carrier cargo movements in a theater, specific country, or geographic region. Theater CINC usually designates the predominate DOD Component as the CULT manager.

81. **Common-User Lift**. U.S. Transportation Command-controlled lift: The pool of strategic transportation assets either government-owned or chartered that are under the operational control of Air Mobility Command (AMC), Military Sealift Command (MSC), or Military Traffic Management Command (MTMC) for the purpose of providing common-user transportation to the DOD across the range of military operations. These assets range from common-user organic

or chartered pool of common-user assets available day-to-day to a larger pool of common-user assets phased in from other sources.

82. **Common-User Water Terminal**. A facility which regularly provides (for two or more Services) the terminal functions of receipt, transit storage or staging, processing, and loading or unloading of cargo or passengers on ships. It may be a military installation, part of a military installation, or a commercial facility operated under contract or arrangement of a DOD Component.

83. **Commuting Area**. A distance designated by the military services from an origin or destination point.

84. **Consignee**. The recipient (unit, depot, or person) to whom cargo/personal property is addressed or consigned for final delivery. Activity that is receiving the product.

85. **Consignor**. The person or activity that is the supplier or shipper of a product.

86. **Consolidated Booking Office (CBO) / Consolidated Booking Agency (CBA)**. A PPSO, staffed and operated by a single military service, which provides consolidated booking of personal property shipments and selected traffic management functions in support of designated PPSO/PPPO activities within an assigned area of responsibility.

87. **Consolidated Personal Property Shipping Office (CPPSO)**. An activity staffed and operated by one military service in support of all military service components for acquisition of transportation, storage, and related services within a specified area of responsibility for movement of personal property for DOD members. Support is provided on a common service, nonreimbursable basis.

88. **Contained Environment**. Transportation lift assets are in short supply. Movement requirements exceed asset availability.

89. **Constructive Placement**. When a carrier conveyance cannot be placed for loading, unloading, or at a point previously designated by the consignor or consignee, and is placed elsewhere, it is considered as being under constructive placement and subject to tariff rules and charges.

90. **Container Cargo**. A standardized, demountable receptacle for transporting cargo on a chassis, rail car, or vessel.

a. **Dromedary**. A container that can be mounted behind the power unit of a truck or carried on a flatbed trailer or in a van and which can be used to transport less-truckload shipments of Arms, Ammunition and Explosives (AA&E), SECRET, CONFIDENTIAL, CCI, or sensitive material.



b. Flat Rack. Open-sided and top International Standard Organization (ISO) containers with two removable/adjustable ends.

c. Half-Height. Standard ISO containers with one end door and an open top.

d. Military Van (MILVAN). A military-owned demountable container that conforms to U.S. and international standards and operates in a centrally controlled fleet for movement of military cargo.

e. Military Sealift Command Van. A SEAVAN leased and controlled by the Military Sealift Command. (See SEAVAN)

f. SEAVAN. Commercial or government-owned (or leased) shipping containers which are moved via ocean transportation without bogey wheels attached.

91. **Container HHG**. An external shipping conveyance for the movement of personal property. Containers are used in both domestic and international movements. Personal property containers must be weather tight, fitted with at least one door (hinged or removable section), and capable of being handled and transported by existing equipment. Containers must be constructed to conform to minimum dimensional, material, and construction specifications.

92. **Container Handling Equipment (CHE)**. Items of materiel handling equipment (MHE) required to specifically receive, maneuver, and dispatch containers.

93. **Containerization (Cargo)**. The use of containers to unitize cargo for transportation, supply, and storage. Containerization incorporates supply, transportation, packaging, storage, and security together with visibility of a container and its contents into a distribution system from source to user.

94. **Containerization (Household Goods)**. The stuffing or loading of personal property into exterior shipping containers.

95. **Container ship**. A ship specifically constructed and equipped to carry only containers. Container ships are usually non-self-sustaining and do not have built-in capability to load or offload containers, and require port crane service. A container ship with shipboard installed cranes, capable of loading and off-loading containers without assistance of port crane service, is considered self-sustaining.

96. **Continental United States (CONUS)**. The 48 contiguous states and the District of Columbia.

97. **Continental United States (CONUS) (Household Goods)**. As used in connection with household goods, includes all areas within the United States, excludes Hawaii. For purposes of soliciting rates for unaccompanied baggage, includes all areas within the contiguous United States, excluding Alaska and Hawaii.

98. **Contingency Aerial Port.** Standby aerial ports which can be activated for cargo operations, as required, during emergencies.

99. **Contract Administration Office.** The activity responsible for administering the contract against which the shipment was made.

100. **Contracting Officer.** Any individual authorized to execute contracts for use in the DOD Personal Property Shipment and Storage Program on behalf of the government. The term includes, except as otherwise specified in the contract, any authorized representative of the contracting officer.

101. **Control Vehicle.** The vehicle in which the element commander rides.

102. **Controlled Access Highway.** A highway with limited access and no "at grade" intersections. Entrances and exits are limited to interchanges at specific locations; Dwight D. Eisenhower National System of Interstate and Defense Highways and other similar highways.

103. **Controlled Cargo.** Items that require additional control and security as prescribed in various regulations and statutes. (See Protected Cargo)

104. **Controlled Cryptographic Item (CCI).** Communications Security (COMSEC) equipment declassified by the National Security Agency. CCI requires accountability when shipped by commercial transportation by use of paper or electronic signature service. Classified keying material associated with CCI must be separately transmitted according to requirements for its classification.

105. **Convoy.** (1) Group of vehicles organized for the purpose of control and orderly movement with or without escort protection. (2) Any group of six or more vehicles, temporarily organized to operate as a column, with or without escort, proceeding together under a single commander.

106. **Convoy Commander.** The officer or noncommissioned officer in charge of vehicles and operating personnel of a convoy. The convoy commander is designated by the person authorizing movement.

107. **Convoy Movement Order.** A computer-generated movement directive issued to a moving unit to establish convoy route, movement schedule, reporting requirements, and special instructions. This document is generated by the ARNG State Movement Control Center (SMCC) in the state where a convoy originates. During a time of emergency, the SMCC is authorized to assign convoy movement order numbers to installations. These orders will be based on the DD Form 1265 submitted by requesting unit and prior emergency procedures established by the SMCC.

108. **Customer.** Any authorized user of the DTS.

109. **Customer Identification Code (CIC)**. A combination of code numbers and letters used for customer identification and billing purposes when passengers are airlifted by an activity financed through Defense Business Operations Fund-Transportation.
110. **Customer Service Branch (CSB)**. An AMC functional branch representing the Services at aerial ports of embarkation for the purpose of providing passenger assistance and coordinating the flow of all air traffic (cargo and passengers) routed into the DTS.
111. **Customs Territory of the United States (CTUS)**. Refer to DOD 5030.49R for definition.
112. **Declared Valuation**. The value of goods, as stated by a shipper, when tendered to a carrier.
113. **Defense Business Operations Fund (DBOF)**. A revolving industrial fund concept for a large number of defense support functions, including transportation. Utilizes business-like cost accounting to determine total cost of business activity. (See also DBOF-T)
114. **Defense Business Operations Fund - Transportation (DBOF-T)**. DBOF-T is the USTRANSCOM portion of the DBOF transportation business area.
115. **Defense Components**. These include Defense Logistics Agency (DLA), Army, Navy, Air Force, and Marine Corps.
116. **Defense Freight Railway Interchange Fleet (DFRIF)**. A fleet of freight cars built and maintained to the standards established by the Association of American Railroads (AAR) and the Department of Transportation. These cars are suitable for shipping DOD cargo over the commercial railroad system throughout North America, including Alaska, Canada, and Mexico.
117. **Defense Movement Coordinator (DMC)**. Military representative located at each State Area Command within the SMCC who is designated as the Army convoy approval authority for Army convoys and certifier of essentiality for civil permits. The DMC will process other service convoys only if there is an agreement between the State Area Command (STARC) and the other local DOD activities.
118. **Defense Transportation System (DTS)**. That portion of the worldwide transportation infrastructure which supports DOD transportation needs in peace and war. DTS consists of those military and commercial assets, services, and systems organic to, contracted for, or controlled by the DOD, except for those which are Service-unique or theater-assigned.
119. **Defense Transportation Tracking Service (DTTS)**. A computer-based system located at the Naval Transportation Support Center, Norfolk, Virginia, which is manned 24-hours a day and is used to maintain in-transit visibility of carrier vehicles transporting shipments of munitions and other hazardous material.

120. **Demurrage**. A charge made on carrier conveyance held by or for a consignor or consignee beyond the allowable free time for loading and unloading, for forwarding directions, or for any other purpose authorized and documented by the consignor or consignee. Charges for demurrage are in addition to all other lawful transportation charges. Demurrage charges typically are associated with rail and water port operations.

121. **Denied Boarding Compensation**. A monetary allowance paid by an air carrier to a traveler holding a confirmed reservation when the carrier is unable to provide the reserved space.

122. **Department of Defense Activity Address Code (DODAAC)**. A distinct six-position alphanumeric code assigned to identify specific units, activities, or organizations as found in DOD Activity Address Directory.

123. **Department of Defense Activity Address Directory (DODAAD)**. Publication that lists all DOD activities and their six-position alphanumeric codes called DODAACs.

124. **Department of Defense (DOD) Aircraft**. An aircraft owned or controlled by any DOD activity or component, includes planes chartered or leased for periods greater than 90 days.

125. **Department of Defense-Approved Storage Facility**. Government-owned, approved, or leased facility used for storing household goods and mobile homes.

126. **Department of Defense (DOD) Components**. The Office of the Secretary of Defense (OSD) and activities administratively supported by the OSD; the Military Departments; the Chairman, Joint Chiefs of Staff; the Unified Commands; the Defense Agencies, and Coast Guard and Marine Corps for personal property.

127. **Department of Defense (DOD) Constant Surveillance Service (CS)**. A Transportation Protective Service requiring carrier to provide qualified driver or other qualified representative who maintain constant visual surveillance of a shipment during transportation.

128. **Department of Defense (DOD) Foreign Clearance Guide**. A publication containing information pertaining to travel security, country clearances, identification credentials, and other entry requirements for travel into foreign countries.

129. **Departure Airfield Control Group (DACG)**. Host command provided organization, which controls the unit to be airlifted from the marshalling area until release to the TALCE at the ready line. For Air Force units, the deployment control center (DCC) performs the DACG functions when deploying from an Air force base or installation.

130. **Dependent**. See JFTR Appendix A, for definition of dependents for uniformed Service members, and the JTR Appendix A, for DOD civilian employees.

131. **Deployment Control Center (DCC)**. The installation focal point for deployment operations. The DCC is responsible for all command and control requirements.

132. **Desired Delivery Date (DDD)**. A specific date by which delivery of a shipment should be accomplished by a carrier.

133. **Destination Station**. A base or airport where the mission ends as shown in the schedule.

134. **Detention**. A charge made on a carrier conveyance held by or for a consignor or consignee beyond the allowable free time for loading or unloading, for forwarding directions, or for any other purpose authorized and documented by the consignor or consignee. Charges for detention are in addition to all other lawful transportation charges. Detention charges are typically associated with motor carriage.

135. **Dimension or Size Limitations**. Limitations imposed by state or local law or regulation governing overall width, length, and height of a vehicle, combination of vehicles, or combination of vehicles and cargo traveling over public roadways.

136. **Direct Procurement Method (DPM)**. A method of shipment in which the government manages the shipment throughout. Packing, containerization, local drayage, and storage services are obtained from commercial firms under contractual arrangements or by the use of government facilities and personnel.

137. **Disability Cost**. Costs other than transportation line-haul and accessorial charges which are considered as part of the aggregate cost of a shipment for purposes of mode and carrier selection. Disability costs include costs resulting from procuring additional labor, materials, material handling, or fire fighting equipment on a temporary "as required" basis; labor charges for loading, unloading, blocking, and bracing; commercial rail switching of a rail car to a loading or unloading site; and drayage.

138. **Disqualification**. Action taken by MTMC or theater CINC resulting in the exclusion of a carrier from transporting DOD shipments from one or more origin points for specific routes or for all routes. This also includes the exclusion of a carrier or storage firm from participation in the DOD Personal Property Shipment and Storage Program at one or more installations for a definite or indefinite period of time.

139. **Diversión**. A change made in the route of a shipment while in transit. (See Reconsignment)

140. **Do-It-Yourself (DITY) Moves**. A voluntary program available to military members in receipt of PCS, separation, retirement, or TDY orders for moving household goods and baggage.

141. **Domicile**. An individual's home of record, place from which called (or ordered) to active duty, place of first enlistment, or place of permanent legal residence.

142. **DPM Commercial Air Solicitation**. A solicitation standardizing services performed by commercial air freight forwarders/carriers and centralizing receipt and processing of rates by MTPP-C for movement of crated household goods and unaccompanied baggage worldwide.
143. **Drayage**. Movements that originate and terminate within 30 miles of origin.
144. **Drive-Away Service**. The movement of a vehicle under its own power by a driver of an authorized motor carrier. This method also includes the movement of one or more vehicles, including other than self-propelled vehicles, when towed or mounted (either full or saddle mount) upon a vehicle.
145. **Dromedary**. See Container.
146. **Dual Driver Protective Service (DD)**. A Transportation Protective Service requiring carrier to provide qualified dual drivers who perform continuous attendance and surveillance of a shipment at all times while in transit.
147. **Dual Driver with National Agency Check (DN)**. A Transportation Protective Service requiring carrier to provide two drivers with satisfactory National Agency Checks to perform continuous attendance and surveillance of a shipment at all times while in transit.
148. **Dunnage**. Materials used to support and protect cargo in the container, truck, van, or rail car. Boards, planks, blocks, etc., used to support pallets of the Air Force 463L materiel handling system. The minimum recommended size is 4" by 4" x 88" per piece. Three pieces are required to support loaded or stacked 463L pallets.
149. **Electronic Commerce**. Conducting business transactions and information exchange using automation and telecommunications without paper documents.
150. **Electronic Data Interchange (EDI)**. Computer to computer exchange of business data using standards jointly developed by standard groups such as American National Standards Institute (ANSI) or Electronic Data Interchange Agency.
151. **Embargo**. To restrict or prohibit an acceptance or movement of freight, passengers, or personal property.
152. **En route**. A personal property shipment is considered en route when moved from its origin location by the carrier until final placement at destination.
153. **Escort(s) or Courier(s), Transportation**. U.S. Government military members or civilian employees, or DOD contractor employees responsible for continuous surveillance and control over movements of classified material. Individuals designated as escorts or couriers must possess a DOD-issued security clearance at least equal to the level of classification of the material being transported.

154. **Essential Cargo**. Cargo that is essential to a military mission and is prescribed in DOD 4140.1-R, DOD Materiel Management Regulation.
155. **"EX" Number**. A number preceded by prefix "EX-" which is assigned by the associate administrator for hazardous materials safety to identify an explosive which has been approved.
156. **Expediting**. Actions taken to insure movement to destination in the shortest time possible.
157. **Export Cargo Shipments**. Shipments originating from an inland point/POE destined to an overseas destination.
158. **Export Traffic Release (ETR)**. Shipping instructions, issued by MTMC or theater CINC in response to an offering, that specify the mode of transportation, carrier(s) to move the shipment, applicable rate, minimum shipment weight, cost favorable terminal, shipment terminal arrival date, and any pertinent Routing Instruction Notes (RINs).
159. **Export Traffic Release Request (ETRR)**. Document used by a shipping activity to request international cargo transportation service from cognizant Ocean Cargo Clearance Authority.
160. **Family Member**. See definition of dependent.
161. **Fare**. Per person charge set by a carrier for passenger service.
162. **Fast Release of Ammunition**. An exception to Export Traffic Release (ETR) procedures.
163. **Flat Rack Container**. See Container.
164. **Force Activity Designator (FAD)**. A term accompanied by a Roman Numeral (I through V) which denotes the operational importance of the mission of a unit, activity, or project. FAD I represents top national priority and must be authenticated by the Joint Chiefs of Staff (JCS). Service chiefs and unified commanders are authorized to assign FADs II through V to include Military Assistance Program (MAP) requirements.
165. **Force Requirement Number**. The alphanumeric code which uniquely identifies each force entry in a given Operation Plan. Units with an ultimate destination overseas normally have an assigned Force Requirement Number.
166. **Free-on-Board (FOB)**. This term is used with the designation of a physical point to determine the responsibility and basis for payment of freight charges and, unless otherwise agreed, the point at which title for supplies passes to the buyer or consignee. The policies on designation of contracts as FOB Origin or FOB Destination are set forth in FAR Subpart 47.3.
- a. **FOB Destination**. Free-on-board at destination, or where the seller or consignor delivers the supplies on the seller's or consignor's conveyance to a specified delivery point. In

this case, unless the contract provides otherwise, the cost of shipping and the risk of loss are borne by the seller or consignor.

b. **FOB Origin**. Free-on-board at the place of origin, or where the seller or consignor places the supplies on the conveyance by which they are to be transported. Unless the contract provides otherwise, the cost of shipping and the risk of loss are borne by the buyer or consignee.

167. **Free Time**. Time allowed by contract, solicitation, tender, or tariff to load and/or unload carrier's equipment, or provide disposition instructions for personal property shipments before detention, demurrage, or waiting time is charged.

168. **Freight Classification**. A system of grouping together commodities of like or similar transportation characteristics for the purpose of assigning ratings to be used in applying rates.

169. **Freight Forwarder (FF)**. A firm other than a railroad, motor, water, or air carrier which represents itself as a common carrier and undertakes to assemble and consolidate shipments or provide for assembling and consolidating and performing or providing for the performance of breakbulk and distributing; assumes responsibility for the transportation of such property from point of receipt to point of destination; and uses the services of carriers subject to the governing bodies.

170. **Frequency Channels**. A frequency channel may be set up when traffic requirements do not support the desired frequency of service. Frequency channels may be requested on the basis of operational necessity for support of a mission sensitive area or for quality of life purposes to remote areas.

171. **Full Visible Capacity**. A conveyance so filled that no more like material, in the shipping form tendered, can be loaded in or on the conveyance.

172. **General Agency Agreement (GAA)**. Pertains to government-owned ships operated under cost plus fixed fee contracts by commercial ocean carriers acting as general agents for the Maritime Administration, U.S. Department of Commerce, with whom Military Sealift Command has entered into agreements for the exclusive use of such ships.

173. **Government Bill of Lading (GBL)**. A government document used to procure transportation and related services from commercial carriers.

174. **Government Bill of Lading Office Code (GBLOC)**. A four-letter alpha code that identifies the installation or activity responsible for shipments moving under government bills of lading. GBLOCs are used for internal accounting purposes and for the distribution of information to the installations or activities. The proponent for issuance is the Commander, Military Traffic Management Command, Attn: MTOP-CM, 5611 Columbia Pike, Falls Church VA 22041-5050.



175. **Government Storage Warehouse**. Government-owned or leased facility used for storing household goods shipment.

176. **Government Travel Services**. A centrally-billed account for the purchase of official transportation tickets established between the transportation officer and a General Services Administration corporate charge system contractor.

177. **Green Sheet Procedures**. A procedure invoked by DOD Components to identify specific cargo requiring precedence over all other cargo from that DOD Component. Cargo of the other DOD Components is not affected.

178. **Gross Weight**. The aggregate weight of all articles plus necessary packing materials and shipping containers.

179. **Group Movement**. A movement of 21 or more members traveling as a group, under the same orders (either PCS or TDY/TAD) for which transportation will be furnished by government conveyance or government travel request (GTR) from the same origin to the same destination. Movement could include locations en route as specified on the orders.

180. **Guaranteed Traffic (GT)**. A MTMC/AMC rate and service agreement negotiated on behalf of DOD shippers with commercial carriers. Under this agreement, carrier(s) commit to provide transportation services in return for the right to all traffic from and to certain locations, regions, or geographic areas for a specific amount of time.

181. **Half-Height Container**. See Container.

182. **Halt**. Halts occur when convoy vehicle operations cease for a limited period. They are required for safety, logistical and/or communication purposes.

183. **Hazardous Material**. A substance or material which has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated. The term includes hazardous substances, hazardous wastes, marine pollutants, and elevated temperature materials as defined in this section, materials designated as hazardous under the provisions of parts 172.101 and 172.102 of 49 CFR, and materials that meet the defining criteria for hazard class and divisions in part 173 of 49 CFR (part 171.8 of 49 CFR). See figure 204-1 for list of hazardous classifications.

184. **High Value Item**. A cargo shipment which exceeds the carrier's normal liability for loss and damage during transportation and which requires the TO to request the carrier to purchase additional insurance to ensure liability for full shipment value in the event of loss or damage.

185. **Household Goods**. See JFTR, Appendix A for uniformed members and the JTR, Appendix A for DOD civilian employees for definitions of household goods.

186. **Inadequate Carrier Equipment or Facilities.** Carrier's equipment or facilities that are not sufficient for movement, storage, or protection of material while in carrier's custody. This includes equipment which is not safe, i.e., holes in equipment or equipment that cannot be properly secured to prevent pilferage, etc.
187. **Infiltration.** Movement of military vehicles into a roadway either by small groups (two or three vehicles), or individually, at extended or irregular intervals.
188. **Installation.** A post, camp, station, air base, naval base, yard, base complex, or port.
189. **Installation Transportation Officer ITO.** See Transportation Officer.
190. **Interchange.** A kind of interline that involves the exchange of equipment.
191. **Intercity Bus.** Coaches used for movement of any distance.
192. **Interline.** The practice whereby a carrier transfers a shipment to another carrier at a point of joint service for delivery or further movement.
193. **Intermodal.** Type of cargo shipment system that permits transshipping among sea, highway, rail, and air modes of transportation through use of ANSI/ISO standard containers, line-haul assets and handling equipment.
194. **International Air Transport Association (IATA).** Association of member airlines and developer of IATA Dangerous Goods Code which is used as a reference and unofficial guidance for air shipment of hazardous material. The IATA Dangerous Goods Code includes special restrictions imposed by its member airlines.
195. **International Civil Aviation Organization (ICAO).** Official ruling body for commercial air shipment of hazardous material and publisher of the official ICAO Dangerous Goods Code.
196. **International Maritime Organization.** Official ruling body for commercial maritime shipment of hazardous material and publisher of the International Maritime Dangerous Goods (IMDG) Code.
197. **International Standards Organization (ISO).** A specified international agency for standardization. This agency is comprised of members from more than 80 countries. The agency's aim is to promote worldwide agreement of international standards.
198. **Interstate Shipment.** Any personal property or mobile home shipment originating in a state or the District of Columbia and destined for another state or the District of Columbia (moves within the District of Columbia are local moves and do not fit the intra or interstate categories).
199. **Intertheater.** Between theaters or between the continental U.S. and theaters. Also see Intertheater Traffic.

200. **Intertheater Traffic**. Traffic between theaters exclusive of that between the continental U.S. and theaters.
201. **Intracity Bus**. Coaches used for movements of 60 miles or less.
202. **In-Transit Visibility (ITV)**. The ability to track the identity, status, and location of DOD unit and non-unit cargo (excluding bulk petroleum, oils, and lubricants) and passengers; medical patients; and personal property from origin to consignee or destination established by the CINCs, Military Services, or DOD Agencies during peace, contingencies, and war.
203. **Intrastate Rate Abstract**. A listing of rates provided by HQ MTMC to the PPSOs indicating initial filing submissions for the rate cycle.
204. **Intrastate Shipment**. Any personal property or mobile home shipment originating in a state destined for the same state and transiting only that state.
205. **Inratheater**. Within a theater.
206. **Inratheater Traffic**. Traffic within a theater.
207. **Issuing Officer**. Only authorized or acting TOs may issue PPGBLs. Such authorized persons may be military personnel or civilian employees of the Government on duty at the issuing office.
208. **Item or Article**. The terms item and article used in the regulation shall be interchangeable. Each shipping piece or package and the contents thereof shall constitute one item.
209. **Joint Logistics Over the Shore (JLOTS)**. Logistics Over the Shore operations conducted by two or more military Services.
210. **Joint Operation and Planning and Execution System (JOPES)**. An information system designed to satisfy needs for conventional command and control by national and theater-level commanders and their staffs in the conduct of joint planning and operations. JOPES is used to monitor, plan, and execute mobilization, deployment, employment, sustainment, and redeployment activities associated with joint operations.
211. **Joint Personal Property Shipping Office (JPPSO)**. A JPPSO is an activity staffed and operated by members from two or more military services, in support of all military service components for acquisition of transportation, storage, and related services within a specified area of responsibility for movement of personal property for DOD members. Support is provided on a common service, nonreimbursable basis.
212. **Joint Transportation Board (JTB)**. JTB is responsible to the JCS ensuring common-user transportation resources assigned or available to the DOD are used to achieve the maximum

benefit in meeting DOD objectives. The JCS and each DOD Component designate a general or flag-rank officer as principal member; an alternate member is also named to act for the principal. DOD Component representatives are the Directors of Transportation or the general or flag incumbent of a comparable billet. The JCS representative is designated by the Director of Operations, Office of the Joint Chiefs of Staff. The Deputy Director of Logistics (Strategic Mobility), Office of the Joint Chiefs of Staff, is the chairperson of the JTB.

213. **Julian Date**. This date chain, composed of a four-digit numeric figure, indicates the year and day of the year. This four-digit number is composed of the last number of the year and day of the year, in that sequence. Example: 25 August 1994 = 4237.

214. **Kilogram**. One kilogram is equal to 2.2046 pounds. To convert kilograms into pounds, multiply kilograms by 2.2046 factor. To convert pounds into kilograms, multiply pounds by 0.453 factor.

215. **Kilometer**. One kilometer is equal to 3,280.8 feet or 0.62137 mile. To convert kilometers into miles, multiply the number of kilometers by a 0.62137 factor. To convert miles into kilometers, multiply the number of miles by a 1.609 factor.

216. **Knocked Down (KD)**. An article taken apart so as to materially reduce the space it will occupy while being transported.

217. **Legal Limitation**. Applies to statutory, administrative, or other regulations governing permissible length, width, height, loads, tire pressure, performance limits or other characteristics, for vehicles in regular operation. Regular operation does not include operation of vehicles or combinations of vehicles in excess of legal limitations, which require a special permit issued by an appropriate civil authority.

218. **Less Carload (LCL)**. A quantity of cargo less than that required for the application of a carload rate.

219. **Less Truckload (LTL)**. A quantity of cargo less than that required for the application of a truckload rate. Also called "less than truckload."

220. **Letter of Intent (LOI)**. A standard format letter submitted by carriers acknowledging a carrier's intent to do business at an installation. An LOI must contain codes of service, areas of responsibility serviced, and agent representation.

221. **Light and Bulky Articles**. Articles which have a low weight per cubic foot of space occupied. Such articles are usually made subject to the provisions of Rule 34 of the Uniform Freight Classification. For personal property, see applicable rate solicitation.

222. **Lighterage**. Small boats or craft used to move cargo in harbor areas.

223. **Line-haul**. Transportation of cargo over carrier routes from point of origin to destination, excluding local pick-up, delivery, local drayage, and switching services.
224. **Loaded to Capacity**. A conveyance loaded to its cube or weight-carrying capacity. Also, a conveyance loaded with that quantity of material which is so filled that no more like material, in the shipping form tendered, can be loaded in or on the conveyance.
225. **Load Planning Team**. A load planning team that provides on site load planning/cargo preparation assistance to major users of airlift. The Load Planning Team consists of a maximum of three qualified affiliation instructors who are MST qualified.
226. **Local Flight**. A continuous flight performed within the local flying area which terminates at the point of origin.
227. **Local Moves (Drayage)**. Local moves within the PPSO's area of responsibility which are procured by the PPSO under the Packing and Crating Contract. Carriers must determine applicable procedures for participation in this traffic at each installation.
228. **Logistic Support**. Includes billets, bivouac areas, safe haven, meals, medical, petroleum, oils and lubricants (POL) supplies, maintenance and/or services at military installations, or the providing of billets or bivouac areas along the movement route.
229. **Logistics Over the Shore (LOTS)**. Loading and unloading of ships without benefit of fixed port facilities, in friendly or non-defended territory, and in time of war, during phases of theater deployment in which there is no enemy opposition.
230. **Long Ton (LT or LTON)**. A Long Ton equals 2,240 pounds. (See Ton)
231. **Lot**. Those household goods placed in storage at government expense and covered by one service order.
232. **Major Army Command**. A specifically designated Army field command directly subordinate to and established by the authority of Headquarters, Department of the Army.
233. **March Unit**. A subgroup of vehicles within a convoy column which moves or halts on command or signal of a single commander. March units are usually separated by a specific time gap or interval.
234. **Materiel Handling Equipment (MHE)**. Mechanical devices for handling of supplies with greater ease and economy.
235. **Measurement Ton (MT or MTON)**. A Measurement Ton equals 40 cubic feet. (See Ton)

236. **Member**. A military or civilian employee of the Department of Defense or Coast Guard, or an individual sponsored by the Department of Defense or Coast Guard for whom services are being provided at government expense.

237. **Metric Ton (M.T.)**. 1,000 kg. (2,204.6 pounds) (See Ton)

238. **Migration Systems**. An existing automated information system (AIS) or a planned and approved AIS, which has been officially designated as the standard AIS to support all processes for a function. Other AISs, called "legacy systems," which duplicate support services provided by the migration system, are terminated so all future AIS development and modernization can be applied to the migration system. A migration system is designated (or selected) by the OSD Principal Staff Assistance(s) and their Defense Component counterparts whose function(s) the system supports, with the coordination of the DOD Senior Information Management Official.

239. **Military Impedimenta (MI)**. All equipment owned and controlled by a unit and carried on the Unit Property Books (Table of Organization and Equipment) and moving simultaneously or in conjunction with troops. MI consists of material such as weapons, vehicles, tools, housekeeping equipment, records, training aids, and limited quantities of spare parts and other consumables normally in the possession of the unit. May also be referred to as equipment to accompany troops (TAT).

240. **Military-Owned Vehicles (MOV)**. Organic, tactical, or theater-owned vehicles, may include aircraft, and sea vessels.

241. **Military Sealift Command (MSC)**. A Navy second echelon command and USTRANSCOM component with primary responsibility for providing sealift service.

242. **Military Services**. The Army, Navy, Air Force, Marine Corps, and Coast Guard.

243. **Military Traffic Expediting (MTX) Service**. An expediting service provided by the Association of American Railroads (AAR) for military carload or specialized shipments.

244. **Military Traffic Management Command (MTMC)**. An Army major command and USTRANSCOM component that provides cargo, passenger, and personal property traffic management services to all DOD Components. (See Part 1, "Individual Mission, Roles, and Responsibilities," Chapter 101, paragraph C).

245. **Military Van (MILVAN)**. (See Container)

246. **Mission Support Activity (MSA)**. Organizations which provide necessary expertise, command and control, and MHE to deploying unit(s) conducting rail operations. These organizations are referred to as: Railhead Operation Groups or Rail Support Activity A depending on the Service.

247. **Mission Support Element (MSE)**. An MSE is an individual unit that performs specific functions required to support airlift operations. Examples of MSEs are maintenance, aerial port, weather, intelligence, and flying safety. MSEs may be deployed to support TALCEs or existing operations throughout the world. When deployed with a TALCE, the MSE is under the direct command of the TALCE commander. When deployed to augment an existing operation, an MSE's operational chain of command is as directed by HQ AMC TACC/XOS.

248. **Mission Support Team (MST)**. An MST performs the same functions as a TALCE. However, an MST may be function specific.

249. **Mobile Home**. See JFTR, Appendix A for uniformed members and the JTR, Appendix A for DOD civilian employees for definitions of mobile home.

250. **Mobility Forces**. A term used extensively in the DOD airlift community referring to those forces that provide airlift support to deploying forces. They are normally provided by Air Mobility Command (AMC), but may be provided by non-AMC host or support installations. Examples of AMC mobility forces and TALCEs, MSEs, MSTs, aerial ports, and air terminals. Non-AMC mobility forces include A/DACGs, DACGS, installation deployment forces, etc.

251. **Mobility Officer**. Mobility Officer is the person(s) designated or appointed for planning, coordinating, and/or executing mobility operations for assigned or supported units. This designation also includes: Division Transportation Officer (DTO), Unit Movement Coordinator (UMC), Unit Movement Officer (UMO), Strategic Mobility Officer (SMO), Defense Movement Coordinator (DMC), Installation Deployment Officer (IDO), Embarkation Officer (EMBO), and Installation Mobility Officer (IMO).

252. **Mobilization Movement Control (MOBCON)**. The automated program which is jointly monitored and managed by Forces Command, National Guard Bureau, and Department of Army, to provide convoy management in CONUS. MOBCON supports organic movements in CONUS during peacetime and civil emergencies. It provides centralized advance planning assistance for convoys originating in their respective State. It also provides automated visibility of convoys moving within a State's respective boundaries.

253. **Munition(s)**. A complete device charged with explosives, propellants, pyrotechnics, initiating composition, or nuclear, biological, chemical material, and all similar or related items or components, explosive in nature, for use in military operations, including demolitions. Certain suitably modified munitions can be used for training, ceremonial, or non-operational purposes. Also called ammunition. NOTE: In common usage, "munitions" (plural) can be military weapons, ammunition, and equipment.

254. **National Motor Freight Classification (NMFC)**. A motor tariff containing freight descriptions of a specific or generic nature under which all commodities moving in motor freight service are "rated" or "classed".

255. **Naval Transportation Support Center (NAVTRANS)**. Provides worldwide transportation/physical distribution services for U.S. Navy afloat and ashore activities plus pay and accounting services for Navy transportation.
256. **Net Weight**. The net weight of shipments transported in containers shall be the difference between the tare weight of the empty container and the gross weight of the packed container.
257. **Non-Containerizable Cargo**. See Cargo.
258. **No Show**.
- a. **Cargo**. Failure of a carrier to pick up a shipment as scheduled.
  - b. **Passenger**. Passengers who fail to show up for a scheduled flight/ride.
259. **Non-Unit Related Personnel**. Individuals not traveling with a unit, normally classified as replacement/augmentees, requiring expeditious movement to an overseas theater of operation.
260. **Ocean Cargo Clearance Authority (OCCA)**. The MTMC activity which books DOD sponsored cargo and passengers for surface movement, performs related contract administration, and accomplishes export/import surface traffic management functions for DOD cargo moving within the DTS. (See Water Clearance Authority)
261. **One-Time-Only (OTO) Rates**. Rates solicited by HQ MTMC from individual carriers for the one-time movement of personal property over a specific origin-destination channel for which rates are not otherwise published.
262. **Operating Authority**. An authorization issued by the appropriate regulatory body for a commercial carrier to perform transportation service, sometimes within specific limitations.
263. **Organic Airlift**. Airlift provided by aircraft owned/operated by each Service.
264. **Organic Asset**. DOD, theater, or tactical-owned assets.
265. **Outsize Air Cargo**. Cargo or containers in a shipment, including consolidated shipments, that have any exterior measurement greater than 72 inches in any dimension (length, width, or height).
266. **Overage**. Any article of freight (packaged or loose) which, upon delivery by a carrier, found to be in excess of the quantity recorded on the bill of lading, manifest, or other government documentation covering the shipment.
267. **Overall Costs**. The sum of all costs that are known or that can be estimated reasonably in connection with the movement of personal property.



268. **Overseas**. Any country or place beyond the limits of the 48 contiguous United States and the District of Columbia. For purposes of this Regulation, Alaska, Hawaii, Puerto Rico, and U.S. territories and possessions are considered overseas.

269. **Oversize Vehicle**. A vehicle or a combination of vehicles and cargo exceeding one or more of the width, length, or height limitations imposed by state law or other authority.

270. **Overweight vehicle**. A vehicle or combination of vehicles and cargo which exceed the legal gross or axle weight limitation of the state or other authority. Various combinations of axles and axle spacing, number of wheels, and type of tires on each vehicle are considered.

271. **Packaging**. The processes and procedures used to protect materiel from deterioration, damage, or both. It includes cleaning, drying, preserving, packing, marking, and unitization.

272. **Pallet**. A platform used to secure material for ease in handling and storing. It is also used to consolidate small packages into a unitized load.

a. **463L System**. Aircraft pallets, nets, tie down and coupling devices, facilities, handling equipment, procedures, and other components designed to interface with military and civilian aircraft cargo restraint systems which accepts pallets 108" x 88".

b. **Warehouse**. A two-deck platform, usually wooden, used for handling several packages as a unit.

273. **Palletized**. A quantity of items, packed or unpacked, which is arranged on a pallet in a specific manner and is secured, strapped, or fastened on the pallet so that the whole palletized load may be handled as a single unit.

274. **Palletized Load System (PLS)**. A truck with hydraulic load handling mechanism, trailer and flatrack system capable of self-loading and self-unloading. Truck and companion trailer have a 16.5 ton payload capacity.

275. **Palletized Load System Flatrack**. Topless, sideless container component of palletized load system, which does not conform to ISO specifications.

276. **Partial Loss**. Indicates partial loss of contents of shipment units, other than by theft or pilferage. This includes spillage, leakage, or evaporation from the contents of bottles, barrels, or similar containers.

277. **Passenger Reservation Center (PRC)**. The AMC activity which makes reservations for international air passenger travel.

278. **Permit**. A written authorization from State Highway Departments of Transportation or other issuing authorities to move or operate, on a highway, a vehicle or vehicles with load size,

weight or other characteristics exceeding the legal limitations prescribed for moving in regular operation and/or during restricted hours or on Saturdays, Sundays, or holidays.

279. **Personal Property**. Household goods, unaccompanied baggage, privately-owned vehicles (POVs), and mobile homes, as defined in the JFTR and the JTR.

280. **Personal Property Processing Office (PPPO)**. An activity designated to provide members a local point of contact for the purpose of counseling and processing applications and to forward completed applications to the responsible PPSO, CBO/CBA, CPPSO, or JPPSO. Additionally, when deemed appropriate by the responsible military service, a PPPO supported by a CBO/CBA may be assigned specific functions such as inbound quality assurance and claims.

281. **Personal Property Shipping Office (PPSO)**. An activity designated to provide traffic management, counseling, and application processing within a designated area of responsibility, which includes acquisition of transportation, storage, and related services.

282. **Personnel Increment Number**. A seven-character alphanumeric code assigned to a nonunit related personnel (NRP) element to identify an overseas movement requirement during mobilization.

283. **Pilferable Cargo**. Items which are vulnerable to theft because of their ready resale potential, i.e., cigarettes, alcoholic beverages, cameras, electronic equipment, computer software, etc.

284. **Pilferage**. The act of stealing in small quantities. Used in reference to missing cargo or personal property that is easily converted to money, has intrinsic value, or a commercial use.

285. **Planeload**. Planeload is determined by the configuration and model of each aircraft on any regularly scheduled commercial route. Local Commercial Travel Offices (CTOs) can provide exact number of passenger seats available on any given aircraft, to ensure the TO does not exceed their authority for less-than-planeload bookings or routings.

286. **Port of Debarkation (POD)**. The geographic point at which cargo or personnel are discharged. May be a seaport or aerial port of debarkation. For unit requirements, it may or may not coincide with the destination.

287. **Port of Embarkation (POE)**. The geographic point in a routing scheme from which cargo or personnel depart. May be a seaport or aerial port from which personnel and equipment flow to port of debarkation. For unit and non-unit requirements, it may or may not coincide with the origin.

288. **Pretrained Individual Manpower**. Personnel assigned to Individual Ready Reserves, and active Reserve retired personnel.

289. **Priority**. Precedence for movement of traffic.

290. **Proof of Delivery**. The date and signature of the designated receiver listed on the delivery manifest, certifying the item was received. The proof of delivery establishes transfer of custody and liability to the receiver.

291. **Protected Cargo**. Items designated as having characteristics requiring them to be identified, accounted for, secured, segregated, or handled in a special manner to ensure their safety or integrity. It is divided into sensitive, pilferable, and controlled cargo. (See Controlled Cargo, Pilferable Cargo, and Sensitive Cargo)

292. **Protective Security Service (PS)**. A Transportation Protective Service which requires a cleared commercial carrier to provide qualified dual drivers to maintain constant surveillance of a shipment at all times during transportation to include stops en route.

293. **Qualified Carrier Representative**. A designated person employed by a carrier or terminal management involved in handling DOD shipments under Transportation Protective Service.

294. **Rail Armed Guard Service (RG)**. A Transportation Protective Service which requires the carrier to provide an armed guard to maintain constant surveillance of shipment and rail car specific 24-hour surveillance while in transit. RG may also be performed by guards escorting the rail movement in a separate motor vehicle providing surveillance of the rail car is maintained.

295. **Rate Cancellation Messages (ITGBL)**. Messages dispatched by HQ MTMC to all shipping offices twice during each rate cycle. These messages cancel existing rates at the installation and should be posted on a timely basis in order to ensure that a shipment is not tendered to a carrier without an effective rate on file.

296. **Rate Cycles**. A 6-month period of time during which rates filed by carriers are effective. Normal rate cycles begin May 1 and November 1 for domestic traffic and April 1 and October 1 for international traffic.

297. **Rate Solicitation**.

a. **Personal Property Rate Solicitation**. A publication containing rules, definitions, services, rates, and charges for personal property shipments.

b. **Mobile Home Rate Solicitation**. The rules and regulations governing the movement of mobile homes.

298. **Ready Reserve Force (RRF)**. A force composed of ships acquired by the Maritime Administration (MARAD) with Navy funding and new ships acquired by MARAD for the National Defense Reserve Fleet (NDRF). Although part of NDRF, ships of the Ready Reserve Force are maintained in a higher state of readiness and can be made available without mobilization or congressionally declared state of emergency.

299. **Receiver**. The activity or agency at which the DTS shipment terminates. The activity is usually the ultimate consignee, but may also be the agent for the ultimate consignee, e.g., a central receiving point or a temporary storage point for the ultimate consignee.

300. **Reconsignment**. A change made in the consignment of a shipment before its arrival at the billed destination. Also, a change made in the consignment of a shipment after its arrival at the billed destination, when the change was accomplished under conditions which make it subject to a carrier's diversion or reconsignment rules and charges.

301. **Refuge**. Emergency assistance provided by an installation to a carrier's vehicle transporting arms, classified (SECRET or CONFIDENTIAL) materials, or division 1.4 ammunition. The criteria for granting assistance are the same as for safe haven, except the installation does not have to consider quantity-distance factors.

302. **Regional Storage Management Office**. An office designated by Commander, HQ MTMC, to perform contract administration for the DOD Personal Property Shipment and Storage Program within an assigned geographic area.

303. **Released Value Rate**. A rate applied to a shipment that specifically limits carrier liability in case of loss or damage.

304. **Report of Shipment (REPSHIP)**. An advance notification of shipment provided by a shipper to the consignee not later than 24 hours prior to the shipment arrival.

305. **Required Delivery Date (RDD)--Cargo**. The calendar date when material is required by the requisitioner. RDD field may contain 999, N--, 444, 555, or 777 to indicate expedited handling required. A blank RDD field indicates routine handling.

306. **Required Delivery Date (RDD)--HHGs**. A specified calendar date on or before which the carrier agrees to offer the entire shipment of personal property for delivery to the member or member's agent at destination. If the RDD falls on a Saturday, Sunday, Foreign National, U.S. National, or state holiday, the RDD will be the following working day.

307. **Required Port Delivery Date (RPDD)**. Mandatory date property is to be delivered at the Port of Embarkation (POE), No Earlier Than (NET) or No Later Than (NLT) date. RPDD is determined by reducing the CONUS to OCONUS RDD by fifty (50) percent.

308. **Requirement Channel**. AMC channel that services two points on a recurring basis, with actual movements dependent on volume of traffic.

309. **Requisitioned Supplies or Non-Scheduled Movements**. TO routed shipments not allocated or scheduled for lift by USTRANSCOM due to capability, size, or priority constraints.

310. **Retrograde Cargo**. Cargo moving in the reverse direction of the normal flow of material provided in support of the using Theater.

311. **Roadable Vehicles**. Wheeled (not tracked) vehicles driven or towed on the Nation's highways.

312. **Route Order (Domestic, International, Standing, and Passenger Standing)**. Shipping instructions issued by MTMC or theater CINC that specify the mode of transportation, carrier(s) to move the shipment, applicable rate, minimum shipment weight, tariff or tender authority, and any pertinent Routing Instruction Notes (RINs).

313. **Routing Authority**. An activity which designates modes and/or provides routing instructions for shipments requiring clearance prior to movement.

314. **Routing Instruction Note(s) (RIN)**. Codes used on Route Orders to identify conditions and stipulations required.

315. **Safe Haven**. Emergency assistance provided by an installation to a carrier's vehicle transporting division 1.1, 1.2, 1.3 ammunition and explosives due to circumstances beyond a carrier's control (such as severe weather or vehicle breakdown). A primary consideration by the installation commander is whether the load poses an unacceptable hazard to personnel or operations. This involves an analysis of the quantity-distance factors involved and the ability to locate the vehicle away from populated areas. The term "safe haven" is used in transportation of explosive and hazardous items by DOD requirements in Chapter 205.

316. **Satellite Motor Surveillance (SM)**. Transportation Protective Service which requires carriers to provide vehicle location reports to the Defense Transportation Tracking System (DTTS) and for two-way communications devices to provide truck status changes, and emergency situation notification.

317. **Satisfactory Service**. Performance that meets the moving, handling, and storage standards; the provisions of applicable tenders of service; and all applicable contractual requirements.

318. **Sealift Enhancement Program**. Special equipment and modifications which adapt merchant-type dry cargo ships and tankers to specific military missions. They are typically installed on Ready Reserve Force (RRF) ships or ships under MSC control. Sealift enhancements fall into three categories: productivity, survivability, and operational enhancements.

319. **Sea Port of Embarkation (SPOE)**. An authorized point of departure from a foreign country or the United States located at a water port.

320. **SEAVAN**. See Container.

321. **Secure Holding Area**. Assistance provided by an installation, to a carrier's vehicle transporting sensitive or classified cargo that arrives after hours or at the discretion of an

installation commander, to a vehicle in transit when no emergency exists. The installation commander must make the same kinds of determinations as for "safe haven" or "refuge."

322. **Security Classification**. A category to which national security information and material is assigned to denote the degree of damage that unauthorized disclosure of which could cause national defense or foreign relations of the United States and to denote the degree of protection required. There are three such categories:

a. TOP SECRET -- National security information or material which requires the highest degree of protection and the unauthorized disclosure could cause exceptionally grave damage to the national security.

b. SECRET -- National security information or material which requires a substantial degree of protection and the unauthorized disclosure could cause serious damage to the national security.

c. CONFIDENTIAL -- National security information or material which requires protection and the unauthorized disclosure could cause damage to the national security.

323. **Security Escort Vehicle Service (SE)**. A Transportation Protective Service which requires carrier to provide two unarmed drivers riding in a single escort vehicle to maintain constant surveillance of a vehicle containing a shipment of Category I material for the purpose of obtaining law enforcement or other emergency.

324. **Selected Reserve**. Reservists in a drill pay status attached to Reserve Units or in specific mobilization billets. Mobilize as a unit at their active duty gaining command.

325. **Sensitive Cargo/Material**. Arms, ammunition, and explosives (AA&E) that are a definite threat to public safety and can be used by militant, revolutionary, criminal, or other elements for civil disturbances, domestic unrest, or criminal actions. See Protected Cargo.

326. **Sensitive Material**. Sensitive, conventional AA&E as defined in DOD 5100.76-M, Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives.

327. **Service Failure**. Carrier non-compliance with applicable tenders, tariffs, contracts, laws, regulations, GBL instructions, or commitments to the shipper(s).

328. **Service-Unique**. Equipment, operations, and resources that are specific to individual DOD Component commands.

329. **Shipment Container (Cargo)**. A receptacle of sufficient strength, by reason of material, design, and construction, to be shipped safely without further packing (e.g., wooden boxes or crates, fiber and metal drums, and corrugated and solid fiberboard boxes).

330. **Shipment Container (Household Goods)**. External container, crate, tri-wall, or other government-approved container into which individual articles and/or packing cartons are placed.
331. **Shipment Planning**. Concurrent or coordinated decisions between the warehousing, consolidating, packing, and transporting functions of shipping activities as to the composition of shipment units and their method of transportation.
332. **Shipment Unit (SU)**. One or more items of compatible commodities or items assembled into one unit which becomes the basic entity for control throughout the transportation cycle.
333. **Shipper**. A Service or agency activity (including the contract administration or purchasing office for vendors) or vendor that originates shipments. The functions performed include planning, assembling, consolidating, documenting, and arranging material movement.
334. **Shipper Container**. External container, crate, tri-wall, bi-wall, or other government-approved container into which individual articles and/or packing cartons are placed.
335. **Shippers Export Declaration**. A form (Commerce Form 7525-V) which exporters are required to complete according to U.S. Department of Commerce regulations. It is filed with the U.S. Customs Office at the port of export and is used for statistical purposes.
336. **Shipping/Item Discrepancies**. Any variation in quantity or condition of goods received from that shown on the covering authorized shipping documents, purchase orders, or other authorized shipping document. This includes lost or damaged parcel post shipments or other discrepancies not the result of a transportation error.
337. **Shortage**. The condition that exists when the number of pieces of freight (packaged or loose) received is less than the number recorded on the applicable bill of lading or governing document.
338. **Short Ton (ST or STON)**. A Short Ton equals 2,000 pounds. (See Ton.)
339. **Signature Tally (ST)**. A written record designed to provide continuous accountability and custody of a shipment from point of pickup to delivery to consignee.
340. **Single Manager**. A military department or agency designated by the Secretary of Defense to be responsible for management of specified commodities or common-Service activities on a DOD-wide basis.
341. **Single Point of Contact**. For definition of single point of contact to customer and industry, see DTR, Part I, Chapter 101, paragraphs C.6.f. and C.7.g.
342. **Soft-Sided Trailers**. Commercial trailers which are typically 40'1 x 8'w x 8.5'h and which differ from other trailers only in that the sides are flexible and/or made of water and fire resistant material.

343. **Space Available Traffic**. Passenger and cargo traffic eligible for space which is surplus after all space-required traffic has been accommodated.
344. **Space Available Travel**. The specific program of travel authorized by DOD 4515.13-R, allowing authorized passengers to occupy DOD aircraft seats which are surplus after all space-required passengers have been accommodated.
345. **Space Required Traffic**. Mission essential traffic as identified in DOD 4515.13-R, Air Transportation Eligibility.
346. **Space Required Travel**. Mission essential traffic as identified in Chapters 2, 3, 4, 5, and 8 of DOD 4515.13R.
347. **Special Air Mission (SAM)**. Presidential-directed special missions.
348. **Special Assignment Airlift**. All domestic requirements and those requiring special pickup or delivery by AMC at points other than those within the established AMC route pattern, or requirements for movement within this pattern that require special consideration because of the number of passengers involved, the weight or size of the cargo, or other special factors.
349. **Special Assignment Airlift Mission (SAAM)**. A mission performing special assignment airlift. SAAM is defined as airlift requirements for special pickup or delivery by AMC at points other than established AMC routes, and which require special consideration because of the number of passengers involved, the weight or size of the cargo, the urgency or sensitivity of movement, or other special factors.
350. **Special Defense Use of Public Highways**. Any Defense-related use of public highways, bridges, and tunnels (including toll facilities) exceeding legal limitations, functional traffic capacity, or other design limitation; or which presents unusual hazards to other users; or which requires unusual routing or priority of military vehicles or cargo, or military vehicles in convoy.
351. **Special Movement**. A vehicle movement that includes oversize or overweight vehicles, explosives, or other dangerous articles and has a requirement for en route logistic support.
352. **Special Train Service**. The expedited movement of rail cars in unscheduled service between specified points under special arrangements with the AAR.
353. **Sponsoring Service**. DOD Component which validates initial requirements and is sponsoring a particular activity, movement, or operation.
354. **Standard Carrier Alpha Code (SCAC)**. A four-digit alpha code assigned to each carrier by the National Motor Freight Traffic Association to identify that carrier in the various procedures and documents used in the DOD Personal Property Shipment and Storage Program.



355. **Standard Point Location Code (SPLC)**. A standard point location code consisting of alphanumeric characters, which is assigned to each rate area for the purpose of geographical accounting.
356. **Standing Route Order (SRO)**. A route order issued which covers repetitive movements (two or more shipments per month) of specific items between points in CONUS or intra-theater by any mode of transportation when the origin, destination, commodity(ies), and frequency of shipments constitute a repetitive traffic pattern. Also see Guaranteed Traffic.
357. **State Movement Control Center (SMCC)**. Agency, assigned to the state area command, that manages military use of the CONUS civil highway system.
358. **Status of Forces Agreement (SOFA)**. A formal agreement between the U.S. and the government of a country delineating the relationship of U.S. military forces stationed in that country.
359. **Stop-Off**. An authorized stop to load or off-load partial shipments.
360. **Storage**. A shipment held in a carrier's custody or stored by the carrier in a public or licensed warehouse at the request of the consignee.
361. **Storage**.
- a. **Temporary Storage**. Storage in connection with a line-haul movement of personal property that is acquired either by PPGBL or contract. Such storage is cumulative and may accrue at origin, in transit, at destination, or any combination thereof.
  - b. **Nontemporary Storage**. Storage that is not used in connection with a line-haul movement of household goods and is acquired under the terms of a BOA entered into by the storage firm and the government.
362. **Strategic Transportation**. Movement between theaters or between the CONUS and a theater.
363. **Stuffing/Stowing**. Packing or containerizing cargo or household goods into a container.
364. **Supercargo**. Those unit personnel assigned to the vessel during transit to perform duties associated with maintenance and security of embarked equipment.
365. **Supported Service or Agency**. Military services or agency whose cargo/passengers are being moved.
366. **Sustainment**. The provision of personnel, logistic, and other support required to maintain and prolong operations or combat until successful accomplishment or revision of the mission or of the national objective.

367. **TALCE Cadre**. All personnel permanently assigned to an AMCS/AMCF/ALCS or ALCF to support airlift operations.

368. **Tally or Tally and Count**. Record of actual count of shipment pieces or containers.

369. **Tanker Airlift Control Element (TALCE)**. A provisional, deployed AMC organization established fixed, en route, and deployed locations where AMC operational support is non-existent or insufficient. AMCI 10-202, AMC Command and Control Operations, describes TALCE operations. A TALCE provides continuing on-site management of AMC airfield operations including C2, communications, aerial port, maintenance, security, services, weather, finance, contracting and intelligence - critical elements needed to ensure a safe and efficient air base for all tanker and airlift operations. The TALCE is composed of mission support elements from various units and deploys in support of Special Assignment Airlift Mission (SAAM), Joint Airborne/Air Transportability Training (JA/ATT), tanker support, and contingency and emergency relief missions on both planned and "no notice" basis.

370. **Tariff**. A publication containing rates, rules, regulations, and charges applying to commercial/military transportation and accessorial services.

371. **Tariff Weight**. Weight standard agreed upon in tariffs.

372. **Tender**. A typed or electronic voluntary or negotiated offer by a qualified carrier to provide transportation service to the U.S. Government at specified rates or charges and submitted by the carrier to a central authority for official acceptance and authorization for use to route traffic.

373. **Theater**. A geographic area outside CONUS for which a commander has responsibility and control. Exception is U.S. Atlantic Command's area of responsibility (AOR).

374. **Theater-Assigned Transportation Assets**. Transportation assets that are assigned for combatant command to a commander of a unified or specified command other than USCINCTrans.

375. **Theater Commander in Chief (CINC)**. The commander of a unified command having responsibility and control for military operations in a designated geographical area.

376. **Through Government Bill of Lading (TGBL)**. A bill of lading that is issued by a U.S. Government activity to document through movement from initial point of origin to final destination.

377. **Time Length**. The time it takes from first vehicle in the convoy to the last vehicle to pass a given point.

378. **Ton**. A measurement of weight.

- a. Long Ton (LT) (LTON). 2,240 pounds.
  - b. Measurement Ton (MT)(MTON). 40 cubic feet.
  - c. Metric Ton (M.T.). 1,000 kilograms (2,204.6 pounds).
  - d. Short Ton (ST) (STON). 2,000 pounds.
379. **Traceable Means**. A transportation service that provides accountability for a shipment.
380. **Tracing**. Action to determine the location of a shipment.
381. **Traffic**. Cargo, mail, passengers, patients, security courier material, accompanied baggage, and human remains. Outbound traffic is that which originates in the CONUS and is destined for an area outside of CONUS. Inbound traffic is that which originates outside of CONUS and is destined to or moving in the general direction of the CONUS.
382. **Traffic Distribution Record (TDR)**. A method of recording distribution of personal property shipments to commercial carriers.
383. **Traffic Management**. The direction, control and supervision of all functions incident to the procurement and use of cargo, passenger and personal property transportation services (including rail, highway, air, sea, pipeline, inland waterway, coastal, intercoastal carriers, and organic assets).
384. **Trail Element**. The last element of a convoy. It is generally composed of personnel and equipment which provide maintenance, medical, and engineering support to the convoy.
385. **Transit Times**. The established time for the movement of a shipment from origin to destination. This time is determined by counting the day after pickup as the first day. Saturdays, Sundays, and holidays are counted as part of the transit time.
386. **Transportation Account Code (TAC)**. A four-digit code by which the appropriate Service, agency, or contractor identifies the account to be charged for transportation. (See DOD 4500.32-R, Volume II)
387. **Transportation Agent**. Individual designated by orders to assume responsibilities of the Transportation Officer. These responsibilities may include administering and/or signing contracts and other documentation which would normally require the signature of the TO; and performing service-unique procedures, etc.
388. **Transportation Component Command (TCC)**. Subordinate command of United States Transportation Command (USTRANSCOM) and under combatant command of USCINCTRANS. TCCs currently are Military Traffic Management Command (MTMC),

Military Sealift Command (MSC), and Air Mobility Command (AMC).

389. **Transportation Control Movement Document (TCMD), DD Form 1384.** A form used to control the movement of property while in the Defense Transportation System (DTS) and performs functions similar to a bill of lading in the commercial transportation system.

390. **Transportation Control Number (TCN).** A 17-position number assigned to control a shipment throughout the transportation cycle of the DTS.

391. **Transportation Discrepancies.** Any deviations of shipment received, i.e., quantity, condition, documentation, or deficiencies.

392. **Transportation Discrepancy Report (TDR).** Standard Form (SF) 361 used to report loss and damage to material.

393. **Transportation Officer (TO).** Person(s) designated or appointed to perform traffic management functions. The official at an activity that is appointed as Installation Transportation Officer (ITO), Traffic Manager (TM), Traffic Management Officer (TMO), Passenger Transportation Officer (PTO), Personal Property Transportation Officer (JPPSO, PPSO, PPPO, etc.)

394. **Transportation Operational Personal Property Standard System (TOPS).** A standard Automated Information System (AIS) designed to support the worldwide Personal Property Movement and Storage Program.

395. **Transportation Priority.** A number assigned to a shipment that establishes its movement precedence by air, land, or sea within the DTS.

396. **Transportation Protective Service (TPS).** A commercial carrier service performed according to DOD standards that provides in-transit physical security for shipments of SECRET, CONFIDENTIAL, or sensitive material.

397. **Transshipment Point.** Point where the responsibility for an in-transit shipment is transferred from one mode or conveyance to another for further transportation to the consignee.

398. **Trip Leased.** A vehicle lease of 30 days or less in duration between a carrier and a leasing agent involving the power unit of a vehicle.

399. **Truck-Away Service.** A method of transporting vehicles, including other than self-propelled vehicles, whereby the vehicles are loaded into or upon carrier's equipment.

400. **Truckload.** A quantity of cargo required for the application of a truckload rate. Also, a motor vehicle loaded to its carrying capacity.

401. **Unconstrained Environment.** Transportation assets are in sufficient supply to support all

lift requirements.

402. **Uniform Freight Classification**. A rail tariff containing freight descriptions of a specific or general nature under which all commodities moving in rail cargo service are "rated" or "classed".

403. **Uniform Materiel Movement and Issue Priority System (UMMIPS)**. DOD Directive 4410.6, Chapter 5, Part F, specifies incremental time standards for requisition, issue, and movement of materiel for DOD. The time standards apply to all transportation modes in peace and war and vary according to the priority and ultimate destination of the shipment.

404. **Uniformed Services**. The Army, Navy, Air Force, Marine Corps, Coast Guard, National Oceanic and Atmospheric Administration, and Public Health Service.

405. **Unit Line Number (ULN)**. A seven-character, alphanumeric field which uniquely describes a unit entry (line) in a Joint Operation Planning and Execution System time-phased force and deployment data.

406. **Unit Movement Data (UMD)**. A collection of movement information that pertains to a unit move. Generally includes, but is not limited to, all data associated with a unit equipment list (UEL) or desired equipment list (DEL). May include information such as departure dates or times, modes, carriers, etc.

407. **United States Armed Forces**. Used to denote collectively only the regular components of the Army, Navy, Air Force, Marine Corps, and Coast Guard.

408. **United States Transportation Command (USTRANSCOM)**. The unified command which is the DOD single manager for sea, land, and air transportation in both peace and war. USTRANSCOM controls all DOD transportation assets except those which are Service-unique or theater-assigned.

409. **Unit Type Code (UTC)**. A five character, alphanumeric code that uniquely identifies each type unit of the armed forces.

410. **Unstuffing**. Removal of cargo or household goods from container.

411. **USTRANSCOM Transportation Component Commands (TCCs)**. The three component commands of USTRANSCOM: Air Force Air Mobility Command, Navy Military Sealift Command, and Army Military Traffic Management Command. Each transportation component command remains a major command of its parent Service and continues to organize, train, and equip its forces as specified by law. Each transportation component command also continues to perform Service-unique missions.

412. **Vehicle Distance**. The space between two consecutive vehicles of an organized element of a column. It is also referred to as "vehicle gap."

413. **Volume Movement Report (VMR)**. Means used by TO or other shipper to inform MTMC or theater CINC of cargo movement having sufficient volume and/or characteristics for potential negotiations with carrier industry for special transportation rates and service.

414. **Water Clearance Authority (WCA)**. An activity which controls and monitors the flow of cargo into ocean terminals. (See Ocean Cargo Clearance Authority)

415. **Water Port of Embarkation (WPOE)**. An authorized point of departure from a foreign country or the United States located at a water port.

416. **Weight Limitation**. Limitation of weight distributed upon axle loads and spacing, and to the gross load of a vehicle, or combination thereof.

## **ABBREVIATIONS AND ACRONYMS**

AA&E	Arms, Ammunition, and Explosives
AACG	Arrival Airfield Control Group
AAFES	Army and Air Force Exchange System
AAR	Association of American Railroads
ACA	Airlift Clearance Authority
ACC	Air Combat Command
ACL	Allowable Cabin Load
ACO	Administrative Contracting Officer
A/DACG	Arrival/Departure Airfield Control Group
ADN	International Standard for Shipment of Hazardous Goods by Highway
ADNR	International Standard for Shipment of Hazardous Goods on European Inland Waterway Systems
ADPE	Automated Data Processing Equipment
ADUSD(TP)	Assistant Deputy Under Secretary of Defense for Transportation Policy
A&E	Ammunition and Explosives
AEP	Air Evacuation Patient
AETC	Air Force Education and Training Command
AFARS	Army Federal Acquisition Regulation Supplement
AFI	Air Force Instruction
AFJMAN	Air Force Joint Manual
AFMPC	Air Force Military Personnel Center
AFR	Air Force Regulation
AFRES	Air Force Reserves
AFSPC	Air Force Space Command
AGS	Armed Guard Service
AID	Agency for International Development
AIG	Address Indicator Group
AIS	Automated Information Systems
AIT	Automatic Identification Technology
ALCE	Airlift Control Element
ALCS	Airlift Control Squadrons
ALCF	Airlift Control Flight
ALD	Available to Load Date
ALOC	Air Line Of Communication
AMC	Air Mobility Command, Army Materiel Command
AMCCOM	Army Armaments, Munitions, and Chemical Command
AMCF	Air Mobility Control Flight
AMCM	Air Mobility Command Manual
AMCR	Air Mobility Command Regulation
AMCS	Air Mobility Control Squadron
AMD	Air Movement Designator / Asset Management Directorate
AMDF	Army Master Data File

AMEMB	American Embassy
AMO	Area Monitoring Office
AMTRAK	Registered Trademark for National Railroad Passenger Corporation
ANG	Air National Guard
ANSI	American National Standards Institute
AOs	Areas of Operation
AOC	Army Operations Center
AOR	Area of Responsibility
APO	Army Post Office
APOD	Aerial Port of Debarkation
APOE	Aerial Port of Embarkation
APS	Aerial Port Squadron
AR	Army Regulation
ARC	Air Reserve Components
ARNG	Army National Guard
ASIF	Airlift Service Industrial Fund (see DBOF-T)
ASPUR	Automated System for Processing Unit Requirements
ATAC	Abbreviated Transportation Accounting Classification
ATCMD	Advanced Transportation Control and Movement Document
ATF	Alcohol, Tobacco, And Firearms (Bureau Of)
ATOC	Air Terminal Operations Center
ATT	Affiliation Training Team
AUTODIN	Automated Digital Information Network
AUTOSEVOCOM	Automatic Secure Voice Communications
BB	Breakbulk
BBL	Barrel
BMCT	Branch Movement Control Team
BOA	Basic Ordering Agreement
BOTO	Boat One Time Only
BRAC	Base Realignment and Closure
C2	Command and Control
C3	Command, Control, and Communications
C4	Command, Control, Communications, and Computers
C4S	Command, Control, Communication, Computer Systems
CA	Clearance Authority
CAA	Competent Authority Approval
CAB	Civil Aeronautics Board
CADS	Containerized Ammunition Distribution System
CAGE	Contractor and Government Entity
CAM	Commercial Air Movements
CAO	Contract Administration Office
CAPS	Consolidated Aerial Port System
CASREP	Casualty Reporting
CBA	Centrally Billed Accounts
CBA	Centralized Booking Agency



CBBLs	Hundreds of Barrels
CBL	Commercial Bill of Lading
CBO	Consolidation Booking Office
CCI	Controlled Cryptographic Items
CCN	Certification Control Number
CCP	Consolidation and Containerization Point
CDL	Commercial Driver License
CFAC	Common Financial and/or Administrative Control
CFM	CONUS Freight Management
CFR	U.S. Code Federal Regulation
CG	Center of Gravity
CHE	Container Handling Equipment
CIC	Customer Identification Code
CIM	Corporate Information Management
CIN	Cargo Increment Number
CINC	Commander in Chief
CJCS	Chairman of the Joint Chiefs of Staff
CL	Carload
CM	Committee Member(s)
CMCS	Central European Movements Control System
CMO	Convoy Movement Order
CMOS	Cargo Movement Operations Systems
CNO	Chief of Naval Operations
COCOM	Combatant Command
COE	Certificate of Equivalency
COFC	Container on Flat Car
COMJTF	Commander, Joint Task Force
COMUSJTF	Commander, U.S. Joint Task Force
CONUS	Continental United States
COP	Contingency Operation Plan
COR	Contracting Officer's Representative
CORE	Contingency Response
CORS	Cargo Out-Turn Reporting System
CP	Committee Chairperson
CPP	Carrier Performance Program
CPPSO	Consolidated Personal Property Shipping Office
CQP	Carrier Qualification Program
CRAF	Civil Reserve Air Fleet
CRS	Commercial Reservation System
CSB	Customer Service Branch
CSRO	Contingency Standing Route Order
CS	Constant Surveillance Service / Combat Service
CSS	Combat Service Support
CTO	Commercial Travel Office
CTUS	Customers Territory Of The United States

CU	Cube
CULT	Common-User Land Transportation
CVSA	Commercial Vehicle Safety Alliance
CWT	Hundred Weight
CY	Calendar Year
DACG	Departure Airfield Control Group
DBA	Data Base Administrator
DBOF	Defense Business Operations Fund
DBOF-T	Defense Business Operations Fund-Transportation
DBSA	Deployment Brigade Support Activity
DCC	Deployment Control Center
DCMAO	Defense Contract Management Area Office
DCMC	Defense Contract Management Command
DCS	Deputy Chief of Staff / Defense Courier Service
DD	Dual Driver Protective Service
DDD	Desired Delivery Date
DDI	Department of Defense Instruction
DDN	Defense Data Network
DeCA	Defense Commissary Agency
DFAS	Defense Finance and Accounting Service
DFRIF	Defense Freight Railway Interchange Fleet
DFSC	Defense Fuel Supply Center
DIC	Document Identifier Code
DIS	Defense Intelligence Investigative Service
DISA	Defense Information Systems Agency / Data Interchange Standards Association
DISCON	Discrepancy In Shipment Confirmation
DISREP	Discrepancy In Shipment Report
DITY	Do-It-Yourself (Moves)
DLA	Defense Logistics Agency
DLAM	Defense Logistics Agency Manual
DLAR	Defense Logistics Agency Regulation
DLMSO	Defense Logistics Management Systems Office
DMC	Defense Movement Coordinator
DN	Dual Driver with National Agency Check
DND	Canadian Department of National Defense
DOB	Date on Berth / Date of Birth
DOD	Department of Defense
DOD	Date of Delivery
DODAAC	Department of Defense Activity Address Code
DODAAD	DOD Activity Address Directory
DODD	Department of Defense Directive
DODDS	Department of Defense Dependents Schools
DODIC	Department of Defense Identification Code
DOE	Department of Energy

DOJ	Department of Justice
DOS	Department of State
DOT	Department of Transportation
DPM	Direct Procurement Method
DPRO	Defense Plant Representative Office
DRMO	Defense Reutilization Marketing Office
DRO	Domestic Route Order
DSAA	Defense Security Assistance Agency
DSN	Defense Switched Network
DSR	Defense Subsistence Region
DTAV	Department of Defense Total Asset Visibility
DTC	Delivery Term Code
DTEDI	Defense Transportation Electronic Data Interchange
DTO	Division Transportation Officer
DTPS	Defense Transportation Payment System
DTR	Defense Transportation Regulation
DTRANSEDI	Department of Defense Transportation Electronic Data Interchange
DTS	Defense Transportation System
DTSCC	Defense Transportation Systems Coordination Committee
DTTS	Defense Transportation Tracking System
DWASP	Depot Warehousing and Supply
DWT	Deadweight Tonnage
EAD	Earliest Arrival Date
EC	Electronic Commerce
EDI	Electronic Data Interchange
EDOB	Estimated Date on Berth
EDOD	Estimated Date of Delivery
EMBO	Embarkation Officer
EML	Environmental and Morale Leave
EOD	Explosive Ordnance Disposal
EPA	Environmental Protection Agency
ERL	Expected Receipt Listing
ERO	Engine Running Onload/Offload
ETA	Estimated Time of Arrival
ETADS	Enhanced Transportation Automated Data System
ETD	Estimated Time of Departure
ETMP	Emergency Traffic Management Plan
ETR	Export Traffic Release
ETRR	Export Traffic Release Request
FAA	Federal Aviation Administration
FAD	Force Activity Designator
FAK	Freight All Kinds
FAR	Federal Acquisition Regulation
FAW	Front Axle Weight
FAX	Facsimile

FCG	Foreign Clearance Guide
FCGS	Freight Classification Guide System
FDT	First Destination Transportation
FEDEX	Federal Express
FEMA	Federal Emergency Management Agency
FF	Freight Forwarder
FINS	Freight Information System
FMC	Federal Maritime Commission
FMS	Foreign Military Sales
FOB	Free-on-Board
FOH	Front Overhang
FOIA	Freedom of Information Act
FOL	Forward Operating Location
FORSCOM	U.S. Army Forces Command
FOUO	For Official Use Only
FPO	Fleet Post Office
FRN	Force Requirement Number
FSS	Fast Sealift Ship
FTS	Federal Telecommunications System
FY	Fiscal Year
GAA	General Agency Agreement
GBL	Government Bill of Lading
GBLOC	Government Bill of Lading Office Code
GCCC	General Charter Coach Certificate
GEOLOC	Geographic Location Code
GMT	Greenwich Mean/Meridian Time
GOC	Government-Owned Containers
GO/CO	Government Owned/Contractor Operated
GPS	Global Positioning System
GRT	Government Rate Tender
GRWT	Gross Hundredweight
GS	Greater Security
GSA	General Services Administration
GT	Guaranteed Traffic
GTN	Global Transportation Network
GTR	Government Transportation Request
GTS	Government Travel Service
GWT	Gross Weight (pounds)
HA	Humanitarian Assistance
HAP	Humanitarian Assistance Program
HAZCOM	Hazardous Commodity / Hazard Communication
HAZMAT	Hazardous Material
HHG	Household Goods
HMIS	Hazardous Materials Information System
HQ	Headquarters

HRA	Humanitarian and Refugee Affairs
IAP	International Airport
IATA	International Air Transport Association
IAW	Intermediate Axle Weights
IBS	Integrated Booking System
ICAO	International Civil Aviation Organization
	Interstate Commerce Commission
ICP	Inventory Control Point
IDO	Installation Deployment Officer
IFR	Instrument Flight Rules
IMDG	International Maritime Dangerous Goods
IMDGC	International Maritime Dangerous Goods Code
IMO	Installation Mobility Officer
INMARSAT	International Maritime Satellite
IOC	Industrial Operations Command
IP	Internet Protocol
IPD	Issue Priority Designator
IRA	Interface Requirements Agreement
IRO	International Route Order
IRT	Individual Rate Tender
ISARC	Installation Shipping and Receiving Capability
ISO	International Standards Organization
ISSA	Inter-Service Support Agreement
ISU	Internal Airlift and Helicopter Slingable Units
ITGBL	International Through Government Bill of Lading
ITO	Installation Transportation Officer (TMO), Installation Transportation Office, Invitational Travel Order
ITV	In-Transit Visibility
JA/ATT	Joint Airborne and Air Transportability Training
JAG	Judge Advocate General
JCCA	Joint Container Control Activity
JCCO	Joint Container Control Office
JCS	Joint Chiefs of Staff
JDGACP	Joint Department of Defense (DOD)/General Services Administration (GSA) Astray Cargo Program
JFC	Joint Force Commander
JFTR	Joint Federal Travel Regulation
JHCS	Joint Hazardous Certification System
JJ	Joint Inspections
JLOTS	Joint Logistics Over the Shore
JLSC	Joint Logistics System Center
JMAFC	Joint Military Astray Freight Committee
JMAFP	Joint Military Astray Freight Program
JMC	Joint Movement Center
JMTCA	Joint Munitions Transportation Coordinating Activity

JOPEs	Joint Operation Planning and Execution System
JPPSO	Joint Personal Property Shipping Office
JSPS	Joint Strategic Planning System
JTB	Joint Transportation Board
JTCC	Joint Transportation CIM Center
JTF	Joint Task Force
JTR	Joint Travel Regulation
JUSMAG	Joint United States Military Advisory Group
kg	kilogram
km	kilometer
LAD	Latest Arrival Date
LAW	Front Axle Weight
lbs	pounds
LCL	Less-Than-Car-Load
LIC	Low-Intensity Conflict
LMSR	Large Medium Speed RO/RO
LOC	Lines of Communication
LOGMARS	Logistics Applications of Automated Marking and Reading Symbol
LOGREQ	Logistics Requirements
LOI	Letter of Intent
LOPA	Local Payment of Airlines
LOTS	Logistics Over the Shore
LRU	Less-Than-Release Unit
LT, LTON, L/T	Long Ton
LTL	Less-Than-Truckload
MA	Marshalling Area
MACOM/MAJCOM	Major Command
MAIN	Military Authorization Identification Number
MAP	Military Assistance Program
MAPAD	Military Assistance Program Address Directory
MARAD	Maritime Administration
MARFORRES	Marine Forces Reserve
MARS	Military Affiliate Radio System
MATA	Military Air Transportation Agreement
MAXPAK	Maximum Packing (Rate)
MBA	Military Bus Agreement
MBBLs	Thousands of Barrels
MCC	Movement Control Center
MCO	Marine Corps Order
MCT	Movement Control Team
MDC	Movement Designator Code
MEPS	Military Entrance Processing Stations
METS	Mechanized Export Traffic System
MFC	Mobility Force Commander
MHE	Materiel Handling Equipment

MI	Military Impedimenta
MICOM	Missile Command
MILVAN	Military Van
MILSTAMP	Military Standard Transportation and Movement Procedures
MILSTD	Military Standard
MILSTRIP	Military Standard Requisitioning and Issue Procedures
MIPR	Military Interdepartmental Purchase Request
MLM	Mail-Like Material
MO	Mobility Officer
MOA	Memorandum of Agreement
MOBCON	Mobilization Movement Control Program
MOM	Military Official Mail
MOT	Military Ocean Terminal
MOTO	Mobile Home One-Time-Only
MOU	Memorandum of Understanding
MOV	Military-Owned Vehicle
MRA	Military Rail Agreement
MRO	Military Route Order
MS	Motor Surveillance Service
MSA	Military Support Activity
MSC	Military Sealift Command
MSE	Mission Support Element
MSG	Message
MSL	Military Shipping Label
MST	Mission Support Team
MT	Metric Ton
MTON	Measurement Ton
MTMC	Military Traffic Management Command
MTMCTEA	Military Traffic Management Command, Transportation Engineering Agency
MTMP	Munitions Transportation Management Program
MTO	Motor Transport Officer
MTX	Military Traffic Expediting Service
MWR	Morale, Welfare, and Recreation
NA	National
NAC	National Agency Check
NAF	Nonappropriated Funds
NAFTA	North American Free Trade Agreement
NALC	Navy Ammunition Logistics Code
NATO	North Atlantic Treaty Organization
NAVTRANS	Naval Transportation Support Center
NAVSUPINST	Naval Supply Systems Command Instruction
NCA	National Command Authority
NCO	Noncommissioned Officer (Enlisted Personnel)
NCOIC	Noncommissioned Officer in Charge

NCWT	Net Hundredweight
NDRF	National Defense Reserve Fleet
NEO	Noncombatant Evacuation Operations
NEQ	Net Explosive Quantity
NEW	Net Explosive Weight
NGB	National Guard Bureau
NICP	National Inventory Control Point
NISPM	National Industrial Security Program Manual
NLT	Not Later Than
NMCS	Not-Mission-Capable Supply
NMFC	National Motor Freight Classification
NMFTA	National Motor Freight Traffic Association
NOA	Notice of Availability
NOFORN	Not Releasable to Foreign Nationals
NOIBN	Not Otherwise Identified by Name
NRC	National Response Center
NRP	Non-unit Replacement Personnel
NSACSM	National Security Agency Communication Security Manual
NSACSS	National Security Agency Central Security
NSN	National Stock Number
NTS	Nontemporary Storage
NTSB	National Transportation Safety Board
OADUSD(TP)	Office of the Assistant Deputy Under Secretary of Defense for Transportation Policy
OAG	Official Airline Guide
OCBO	Ocean Cargo Booking Office
OCCA	Ocean Cargo Clearance Authority
OCONUS	Outside Continental United States
OIC	Officer in Charge
OMB	Office of Management and Budget
OOTW	Operations Other Than War
OPLAN	Operation Plans
OPLIFT	Opportune Lift
OPNAVINST	Operational Naval Instruction
ORM-D	Other Regulated Material-D
OSA	Operational Support Airlift
OSD	Office of the Secretary of Defense
OTO	One-Time-Only
PBP&E	Professional Books, Papers, And Equipment
PC	Personal Computer
PCS	Permanent Change of Station
PDS	Permanent Duty Station
PEC	Program Element Code
PIH	Poisonous by Inhalation
PIM	Pretrained Individual Manpower



PIN	Personnel Increment Number
PIP	Product Improvement Program
PLS	Palletized Load System
PM	Provost Marshall
POC	Point of Contact
POD	Port of Debarkation
POE	Port of Embarkation
POF	Privately-Owned Firearms
POL	Petroleum, Oils, and Lubricants
POP	Performance Oriented Packaging
POV	Privately-Owned Vehicle
PP	Personal Property
PPCIG	Personal Property Consignment Instruction Guide (Volume I and II)
PPGBL	Personal Property Government Bill of Lading
PPTMR	Personal Property Traffic Management Regulation (DOD 4500.9-R, Part IV)
PPPO	Personal Property Processing Office
PPSO	Personal Property Shipping Office
PRAMS	Passenger Reservation and Manifesting System
PRC	Passenger Reservation Center
PRU	Proposed Release Unit
PS	Protective Security Service
PSA	Port Support Activity
psi	pounds per square inch
PSRO	Passenger Standing Route Order
PTO	Passenger Transportation Officer
PWR	Prepositional War Reserve
RAD	Required Availability Date
RAW	Rear Axle Weight
RC	Reserve Component
RDD	Required Delivery Date
RDL	Reference Data Line
REPSHIP	Report of Shipment
RFI	Request for Information
RFP	Request for Proposal
RG	Rail Armed Guard Service
RI	Rail Inspection Service
RIC	Reservation Identification Code Routing Identifier Code
RIN	Routing Instruction Note
ROH	Rear Overhang
RO/RO	Roll on/Roll off
ROWPU	Reverse Osmosis Water Purification Unit
RPDD	Required Port Delivery Date
RRF	Ready Reserve Force
RSMO	Regional Storage Management Office
RTD	Required Terminal Delivery Date

RTO	Rail Transportation Office
RU	Release Unit
SAAM	Special Assignment Airlift Mission
SAM	Special Air Mission
SCAC	Standard Carrier Alpha Codes
SDO	Supply Depot Operation
SDS	Standard Depot System
SDT	Second Destination Transportation
SE	Security Escort Vehicle Service
SEABEE	Sea Barge
SECDEF	Secretary of Defense
SECTRANS	Secretary of Transportation
SED	Shipper's Export Declaration
SELRES	Selected Reserve
SF	Standard Form
SFR	Single Factor Rate
SICA	Secondary Item Control Activities
SIT	Storage-In-Transit
SIP	Shipper Information Package
SJA	Staff Judge Advocate
SLOC	Sea Line Of Communication
SM	Satellite Motor Surveillance
SMCA	Single Manager Conventional Ammunition
SMCC	State Movement Control Center
SMO	Strategic Mobility Officer
SOFA	Status of Forces Agreement
SOLAS	Safety of Life at Sea
SOP	Standard Operating Procedures
SPLC	Standard Point Location Code
SPOD	Seaport of Debarkation
SPOE	Seaport of Embarkation
SRC	Security Risk Category
SRO	Standing Route Order
SRP	Sealift Readiness Program
SSAN	Social Security Account Number
SSCO	Shipper Service Control Office
SSS	Signature Security Service
S/T, STON	Short Ton
ST	Signature Tally
STANAG	Standardization Agreement
STARC	State Area Command
STATCO	Statistical Collection of Passenger Travel
STR	Signature and Tally Record
SU	Shipment Unit
TA	Transportation Agent

TAA	Tactical Assembly Area
TAC	Transportation Account Code / Type of Address Code
TACC	Tanker/Airlift Control Center
TALCE	Tanker Airlift Control Element
T-ACS	Auxiliary Crane Ships
TAD	Temporary Additional Duty
TALO	Theater Airlift Liaison Officer
TAT	To Accompany Troops
TC-ACCIS	Transportation Coordinator Automated Command and Control Information System
TC-AIMS II	Transportation Coordinator's Automated Information Movement System
TCC	Transportation Component Command
TCMD	Transportation Control and Movement Document
TCN	Transportation Control Number
TDR	Traffic Distribution Record
TDR	Transportation Discrepancy Report
TDY/TAD	Temporary Duty
TERMS	Terminal Management System
TFG	Transportation Facilities Guide
TGBL	Through Government Bill of Lading
TL	Truckload
TLR	Trailer
TM	Traffic Manager
TMO	Traffic Management Officer TMO Traffic Transportation Management Office
TMS	Traffic Management System
TO	Transportation Officer
TOC	TALCE Operations Center
TOFC	Trailer on Flat Car
TOPS	Transportation Operational Personal Property Standard System
TOS	Tender of Service
TOSSS	Tender of Service Signature Sheet
TP	Transportation Priority
TPA	Trading Partner Agreement
TPF	Total Package Fielding
TPFDD	Time-Phased Force and Deployment Data
TPFDL	Time-Phased Force and Deployment List
TPP	Travel Performance Period
TPS	Transportation Protective Services
TQAP	Total Quality Assurance Program
TRAMS	Transportation Automated Management System
TS	Tank Surveillance Service
TSP	Transshipment Point
TRADOC	Training and Doctrine Command
TTB	Transportation Terminal Brigade / Battalion

TTP	Trailer Transfer Point / Terminal Transportation Brigades
TTU	Transportation Terminal Unit
TWX	Teletypewriter Exchange
UB	Unaccompanied Baggage
UFC	Uniform Freight Classification
UIC	Unit Identification Code
ULN	Unit Line Number
UMC	Unit Movement Coordinator
UMD	Unit Movement Data
UMMIPS	Uniform Materiel Movement and Issue Priority System
UMO	Unit Movement Officer
UN	United Nations
UNCAT	Uncategorized
UPS	United Parcel Service
USA	United States Army
USAF	United States Air Force
USAPPC	United States Army Publications and Printing Command
USAR	United States Army Reserve
USCG	United States Coast Guard
USCINCTRANS	Commander in Chief, U.S. Transportation Command
USEUCOM	United States European Command
USFJ	United States Forces Japan
USFK	United States Forces Korea
USMC	United States Marine Corps
USN	United States Navy
USPFO	United States Property and Fiscal Office(r)
USPS	United States Postal Service
USTRANSCOM	United States Transportation Command
USTRANSCOMR	United States Transportation Command Regulation
UTC	Unit Type Code
VLP	Vehicle Level of Processing
VMR	Volume Movement Report
WB	Wheel Base
WCA	Water Clearance Authority
WPLO	Water Port Liaison/Logistics Office
WPOD	Water Port of Debarkation
WPOE	Water Port of Embarkation
WRM	War Reserve Materiel
WTA	Water Terminal Authority
WTCA	Water Terminal Clearance Authority
ZULU	Time Zone Indicator for Universal Time